

**The Lakes of South Shore Harbour C.A. Inc.
Board Meeting Minutes**

March 8, 2022

The following meeting minutes reflect the actions taken by the Board of Directors (the “Board”) of the Lakes of South Shore Harbour C.A. Inc. (the “Association”) at the regular meeting of the Board conducted on March 8, 2022 (the “Board Meeting”), via Zoom.

IN ATTENDANCE

Representing the Members of the Lakes of South Shore Harbour C.A. Inc. were the following Board members:

- Alfred Donaldson
- Valerie Anderson
- Vikki Marsh
- Melanie Graves
- Richard Hipp

Representing Spectrum Association Management, LP was:

Community Manager Linda Kondziela

EXECUTIVE SESSION

The Board of Directors reviewed the legal status report and approved the Authorization to File Suit on five accounts. Motion to approve – Alfred, Second – Melanie, 5-0

The Board of Directors reviewed the aging report, and no action was needed.

To stay on top of delinquent accounts, each month the board will be reviewing the aging report and any account delinquent more than \$200 in assessment fees will be moved to the 209 level.

The board reviewed the violation report, and no action was taken at this time.

In addition, The Board of Directors discussed:

Homeowner disputing of charges on account 893 [REDACTED] and approved to waive the interest on the account. Motion to approve – Alfred, Second – Richard, 5-0.

Homeowner request for financial assistance with fence that backs up to the pipeline, board denied the request due to the Annexation Agreement for SF 60-1 and the HOA not having any financial responsibility for the fence. Motion to approve – Alfred, Second – Melanie, 5-0.

EXECUTIVE ADJOURNMENT

Executive session was adjourned at 7:10 p.m.

DETERMINATION OF QUORUM

A quorum of Board of Directors was announced, and the board meeting was called to order at 7:14 p.m.

AGENDA APPROVAL

A motion was made to approve the agenda with the following changes: add review Concrete fence proposals. Motion to approve – Melanie, Second – Richard, 5-0

MINUTES APPROVAL

The Board of Directors reviewed the minutes from the Board Meeting held on February 8, 2022. Motion to approve - Melanie, Second - Richard, 5-0

FINANCIALS

The board and homeowners were presented with the financials for January 2022.

OLD BUSINESS

- **Actions between meetings:**

Linda Kondziela, Community Manager provided an update on actions taken between meetings: Spectrum issued a reimbursement for tennis court locks/chains and additional fence color stain samples to one of the board members.

- **Resident Advisory Committee & Landscape Advisory Committee:**

Valerie Anderson mentioned that the RAC plans to meet in the next few weeks to discuss the community survey and several other items.

Richard Hipp mentioned that the LAC will be starting to meet monthly, would like the board to consider increasing the landscaping budget, and that both the RAC & LAC charters will be getting updated.

There was discussion around new members joining the LAC, and at this time the committee is going to stay with the current number of members and will be reviewing the need to add more in the future.

In addition, the board discussed the contact information for all members of the LAC & RAC to be public, there was no final decision made but the general conversation was for each committee to have one email address that all homeowners could use to reach out to the committees. The general feeling was it should be up to each committee member to decide if they want their contact information to be public.

- **Austin Street Wood Fence:**

Linda Kondziela, Community Manager provided an update on the fence staining. The Board of Directors has selected the fence stain color for the new Austin Street wooden fence. The color will be semi-transparent Cedar. The cedar color was selected based on discussions with contractor, the overall cost of the project, review of multiple samples and the recent community survey. The exterior staining of the fence will begin on Wednesday, March 10th if weather permits. After, completing the exterior the contractor will then move onto staining the interior for all homes that received the new fence. Each homeowner will be contacted individually to make arrangements to get access to their back yard.

- **Tennis Court Repairs:**

The Board President reviewed a comparison sheet for repairs needed at the tennis court. The decision was made that more information and discussion was needed to make a final decision. The Community Manager will set up meetings with contractors for the board to meet with so they can gather more information.

NEW BUSINESS

- **MUD & LOSSH Lake Meeting Recap:**

The Lakes of South Shore HOA and MUD District 7 have a Detention Pond Maintenance Agreement that describes the ownership, maintenance, and use of the lakes in our community. Deeds to these properties are maintained by the MUD but the maintenance and use of the property is the

responsibility of the HOA. This agreement requires that the two entities conduct an annual review of the property to ensure that they are working properly and to review any issues that may arise. On Feb 18th the members of the Lakes of South Shore HOA and MUD 7 conducted the annual walk of the waterbodies in the community. Present from the HOA were Alfred Donaldson, Melanie Graves, Rich Hipp and Vicki Marsh. Present from MUD 7 was Holly Larsen, Steve Day and Kim Gerry. The district's engineer Jack and Linda Kondziela from Spectrum were also present.

Reviewed Kroger Lake: Jack reviewed the proposed upgrades that are approved by the MUD and discussing the upcoming timing of construction. The current plan has the construction of the bulkhead starting this summer and taking approximately four months to complete. This construction will impact the right of ways and walking trails in our community and the MUD committed to working with Spectrum to make sure we are communicating the work schedules as we get closer to construction. Jack could not say how significant the impact to the community will be until the final contract is approved and he conducts additional follow up with the contractor.

Reviewed Austin Lakes: The team walked over half of the lake shore and identified numerous areas where the concrete bulkhead has cracks, and the concrete lake bottom is separating from the vertical retaining wall. After a discussion, the group's consensus is that we need a third-party engineering study to review the issues and develop recommendations to correct the issues. Everyone also agreed that this needed to be done soon and the MUD should have the responsibility to address these issues as they have the ability to raise the funds if additional funds are needed.

Reviewed Tucker Lake: The team reviewed the flood control improvements on the south end of the lake, and they all seem to be working appropriately. The group also walked part of the shoreline and agreed that the lake is stable and functioning appropriately as a flood control improvement. No additional shoreline changes are needed or should be made to the lake. The discussion then moved toward the potential use of the lake as a recreational amenity. Due to numerous resident complaints two summers ago, the lake was closed to recreational use as an immediate response to those complaints. The team discussed the steps required to reopen the lake and what general steps the HOA will need to take to accomplish this. Generally, the HOA has to determine how to control access to the lake from the approximately 2500 linear feet of shoreline (North and East Shore Lines) that are not adjacent to homeowner's property. Once this is controlled, the HOA will then need to determine the path forward and develop a policy similar to the rules for Austin and Kroger Lakes. The HOA has the responsibility to define the steps and consult with the MUD prior to implementing.

After the water bodies review, the group also had a general discussion on the future of the MUD and the associated properties. The entire team agreed that any major improvements or repairs must be started in the next few years to ensure that the MUD can cover the cost of these items through bonds. The MUD has approximately 11 years remaining to pay off any debt that is financed. After that time, the Association is responsible for the cost of maintenance of the improvements. The group also generally discussed how the deeds could get transferred at the end of the MUD but more discussion is needed in the coming years.

- **Insurance Renewal -SOV:**

The Board of Directors reviewed the current property insurance statement of values and would like to have more time to discuss and get legal advice.

- **Concrete Fence Repairs:**

The Board of Directors reviewed two proposals for the concrete repairs: One to complete the remaining 6ft. repairs and the other was to repair the fence issue by the park on Woodcock. After review, the Board of Directors approved to move forward with the repairs by Woodcock Park in the

amount of \$5,950 with an additional 20% contingency to cover any additional cost once contractor starts the repairs. Motion to approve – Melanie, Second – Alfred, 5-0

HOMEOWNER FORUM

- Homeowners present were given the opportunity to address the board and ask any questions. Questions and comments included: Playground repairs and inspections.

OPEN MEETING ADJOURNMENT

Open session was adjourned at 9:07 p.m.

NEXT MEETING DATE

The next board meeting will be on Tuesday, April 12, 2022.

LOSSH representative:

Alfred Donaldson

Spectrum representative:



Linda Koudziela

Date:

2022-04-19

Signature Certificate

Reference number: UN5AB-TKXQE-DRWAT-6GGK6

Signer	Timestamp	Signature
Linda Kondziela Email: lkondziela@spectrumam.com		
Sent:	19 Apr 2022 19:33:52 UTC	IP address: 76.30.139.110
Signed:	19 Apr 2022 19:33:52 UTC	Location: Kemah, United States
Alfred Donaldson Email: adonaldson@lakesofsouthshoreharbour.com		
Sent:	19 Apr 2022 19:33:52 UTC	IP address: 73.6.130.68
Viewed:	19 Apr 2022 20:32:54 UTC	Location: League City, United States
Signed:	19 Apr 2022 20:33:14 UTC	

Document completed by all parties on:
19 Apr 2022 20:33:14 UTC

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