

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

April 12, 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 April 12, 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
- Vikki Marsh
- Melanie Graves
- Richard Hipp (joined for budget discussion only)

Absent with apologies:

- Valerie Anderson

Representing Spectrum Association Management, LP was:

Community Manager Linda Kondziela

EXECUTIVE SESSION

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

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

The Board of Directors reviewed the current Violation List and approved for one account to go to Legal for Deed Restriction Violations: 893 [REDACTED].

EXECUTIVE ADJOURNMENT

Executive session was adjourned at 6:53 p.m.

DETERMINATION OF QUORUM

A quorum of Board of Directors was announced, and the board meeting was called to order at 7:02 p.m.

AGENDA APPROVAL

A motion was made to approve the agenda with the following changes: add review mulch proposal and provide landscape update at pool area. Motion to approve – Alfred, Second – Vikki, 3-0

MINUTES APPROVAL

The Board of Directors reviewed the minutes from the Board Meeting held on March 17, 2022. Motion to approve - Alfred, Second - Melanie, 3-0

FINANCIALS

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

OLD BUSINESS

- **Actions between meetings:**

Linda Kondziela, Community Manager provided an update on actions taken between meetings: The Board of Directors approved to use \$6,261.18 of the \$7,295.80 credit with TexScape on the pool enhancement. They also approved the pool irrigation repairs for \$8,419.69.

- **Resident Advisory Committee:** Melanie filled in for Valerie and provided the following updates: The newest member of the RAC, Karen Westerfeld was appointed RAC committee member of section 4 - Motion to approve - Alfred, Second - Vikki, 3-0, Surveys were emailed out to each session rep to walk their section and provide the Community Manager with any needed repairs, all members agreed that their emails can be posted on the Spectrum website once a password is entered so that only residents can access their contact information, the committee is also working on a list of ideas for the 2022-2023 budget.
- **Landscape Advisory Committee:** LAC meeting was recently held, and the following topics were discussed: Group agreed that the committee was a good size at 6 to 7 members, most members did not want their contact information shared with homeowners and would like to continue to go through Spectrum to answer any questions, additional landscape recommendations included: remove dead trees in the area, remove stumps, replace palms at entrance with shorter type palms, agreed with pool enhancements and once complete work on irrigation and planting along South Shore Blvd.
- **Austin Street Wood Fence:** Linda Kondziela, Community Manager mentioned that the fence install and staining was complete. There was some discussion on having a second coat of stain applied and a proposal was shared with the board. The Board of Directors agreed to wait on the second coat of stain and review if needed next year or in two years. The Board of Directors also approved to release the final payment of \$25,000 to Elite Fencing. Motion to approve - Alfred, Second - Melanie, 3-0
- **Tennis Court Repairs:** Linda Kondziela, Community Manager announced there is a meeting set up for Friday, April 15th with a contractor that specializes in tennis courts. The Board of Directors would like to discuss the repairs and cost with the contractor. In addition, the closure of the tennis court was discussed, the reason that the court is still closed is that the gate lock is broke and has trapped homeowners inside the fence. After, the closure one of the lights fell and the Board does not feel like the tennis court in its current condition is safe to open at this point.
- **Easter Event:** Linda Kondziela, Community Manager provided an update on the Easter Event on Saturday, April 16th from 11:00 a.m. – 1:00 p.m. The event will include an egg hunt, hot dogs, photo back drop, yard games and crafts. The need for volunteers was announced to help hide the eggs and a reminder about homeowners planning to pick up pool wristbands at the event that forms need to be submitted by Friday at 12:00 p.m.

NEW BUSINESS

- **2022 -2023 Budget:** The Board of Directors unanimously approved a budget with an increase in annual assessments at an amount of 15% per residential lot and \$769,184.99 in assessment revenue for 2022-2023. Motion to approve - Alfred, Second - Vikki, 4-0.
- **Mulch Proposal:** The Board of Directors reviewed the proposal for the additional mulch and the denied spending the additional money on mulch at this point. The Board had concerns on the condition of the mulch beds and felt improvements was needed to ensure the mulch does not wash away from the rainstorms.

HOMEOWNER FORUM

- Homeowners present were given the opportunity to address the board and ask any questions. Questions and comments included: Spectrum site functions and concrete fence damage at Sailwind & Ocean Manor.

OPEN MEETING ADJOURNMENT

Open session was adjourned at 8:33 p.m.

NEXT MEETING DATE

The next board meeting will be on Tuesday, May 10, 2022.

LOSSH representative:

Alfred Donaldson

Spectrum representative:

Linda Koudziela

Date:

2022-04-27

The Lakes of South Shore Harbour Community	
Description	2022-2023 Budget
Operating Accounts	
Income Accounts	
Income	
Homeowner Assessment	\$769,184.99
Commercial Assessment	\$66,150.00
Income Accounts Total	\$835,334.99
Expense Accounts	
Maintenance	
Preventative Maintenance	\$25,000.00
General Repairs/Maint.	\$40,000.00
Electrical Repairs/Maint.	\$7,000.00
Irrigation Repairs/Maint.	\$30,000.00
Lake Maintenance Contract	\$13,230.00
Lake Repairs/Maint.	\$4,500.00
Landscape Maintenance Contract	\$213,000.00
Landscape Maintenance Non-Contract	\$50,000.00
Tree Trimming	\$2,500.00
Pest Control	\$1,000.00
Playground Repairs/Maint.	\$20,000.00
Fountain Repairs/Maint.	\$7,000.00
Signs & Monuments	\$5,000.00
Utilities	
Electric	\$24,000.00
Water	\$25,000.00
Trash Collection	\$700.00
Administrative	
General Administrative	\$25,000.00
Meeting Expenses	\$1,000.00
Website Expense	\$3,100.00
Bad Debts	\$12,000.00
Seasonal Decoration	\$6,000.00
Community Events	\$8,000.00
Professional Services	
Management Fee	\$58,000.00
Audit & Tax Preparation	\$150.00
Legal	\$10,000.00
Other Professional Services	\$5,000.00
Property Taxes	\$1,000.00
Insurance	
Insurance Expense	\$34,500.00
Pool	
Pool Management Contract	\$47,250.00
Pool Repairs/Maint.	\$10,000.00
Pool Supplies/Equip.	\$500.00
Pool Phone	\$600.00
Pool Furniture	\$3,000.00
Permits & Licenses	\$270.00
Other Expenses	
Transfer to Reserve	\$127,034.99
Capital Improvement	\$15,000.00
Expense Accounts Total	\$835,334.99
Operating Accounts Net	\$0.00

The Lakes of South Shore Harbour 2022-2023 Budget

Section 7.5 Annual Common Assessment. (a) Subject to the provisions of Section 7.8 hereof, the Association shall levy annual Common Assessments against all Class A Lots in accordance with the number of Assessable Units allocated to each such Lot determined in accordance herewith. Each Class A Lot shall be allocated one (1) Assessable Unit for each square foot of the main residential structure Dwelling Unit floor space area, including first and all stories above, but exclusive of porches or patios (whether open or screened) and the garage, terraces and driveways square footage. The initial square footage shall be as designated by the Builder on the construction plans specific to each such Lot. Changes in Dwelling Unit square footage occasioned by room additions or remodeling, as approved by the Architectural Committee, will be added to the initial square footage based on information made available by the Architectural Committee. Measurements by which square footage is calculated for purposes hereof shall be to the face of the outside walls of the main residential Dwelling Unit structure. Each Class A Lot shall be assessed \$0.22 in Annual Common Assessments for each Assessable Unit, subject to 7.5(b) below. Class B Lot Annual Common Assessments shall be as set forth in Section 7.8(b) hereof.

(b) The maximum annual Common Assessment may be increased by the Board of Directors of the Association without a vote of the Members of the Association, on or before the first day of July of each year, by an amount not in excess of Twenty percent (20%) of the amount of the maximum annual Common Assessment for the immediately preceeding year's annual Common Assessment, which amount shall be determined by the Board from time to time and notice of same provided to the Members of the Association at the time of the increase. After consideration of current maintenance costs and future needs of the Association, the Board of Directors may fix the annual Common Assessment at any amount not in excess of the maximum amounts permitted as provided above. The maximum annual Common Assessment may be increased above the above-mentioned percentage only by approval of two-thirds (2/3rds) of each class of Members in the Association entitled to vote present in person or by proxy and voting at a meeting duly called for this purpose. This increase shall become effective on the date specified in the resolution adopted at such meeting.

The Lakes of South Shore Harbour 2022-2023 Budget

		House Size		House Size		House Size	
	Rate	2000 sq ft	Assessment Increase	2700 sq ft	Assessment Increase	3400 sq ft	Assessment Increase
Current	0.21	420		567		714	
10% Change	0.231	462	42	623.7	56.7	785.4	71.4
15% Change	0.2415	483	63	652.05	85.05	821.1	107.1
20% Change	0.252	504	84	680.4	113.4	856.8	142.8

Example chart shows the increase based on the square footage of three different size homes.

The Lakes of South Shore Harbour

2022-2023 Budget


	Budget at Current Rate (2021-2022)	Budget at 10% Increase	Budget at 15% Increase	Budget at 20% Increase
Annual Expenses	\$708,300.00	\$708,300.00	\$708,300.00	\$708,300.00
Transfer to Reserve	\$26,706.51	\$93,592.16	\$127,034.99	\$160,477.81

Not included in budget

1. Tennis Courts: Gates, Access, Lights, Resurface (\$50k-\$75k Estimate)
2. Pool Decking: (20K Estimate)
3. Tucker Lake: (100k Estimate)

Signature Certificate

Reference number: 5MNAC-RRYUH-PBYYP-PYH9G

Signer	Timestamp	Signature
Linda Kondziela Email: lkondziela@spectrumam.com Sent: 27 Apr 2022 19:47:41 UTC Signed: 27 Apr 2022 19:47:41 UTC		 IP address: 50.206.108.98 Location: Roselle, United States
Alfred Donaldson Email: adonaldson@lakesofsouthshoreharbour.com Sent: 27 Apr 2022 19:47:41 UTC Viewed: 27 Apr 2022 20:16:53 UTC Signed: 27 Apr 2022 20:20:33 UTC		 IP address: 73.6.130.68 Location: League City, United States

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

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