

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

May 10, 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 May 10, 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
- 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 to take the following action: send account 893 [REDACTED] to Legal for Deed Restriction Violations, close account 893 [REDACTED] and on account 893 [REDACTED] send communication to homeowner to follow ARC guidelines on front yard landscaping.

**EXECUTIVE ADJOURNMENT**

Executive session was adjourned at 7:20 p.m.

**DETERMINATION OF QUORUM**

A quorum of Board of Directors was announced, and the board meeting was called to order at 7:21 p.m.

**AGENDA APPROVAL**

A motion was made to approve the agenda with the following changes: add updates on MUD and Tucker Lakes Security. Motion to approve – Alfred, Second – Melanie, 5-0

**MINUTES APPROVAL**

In between meetings, the Board of Directors approved the April meeting minutes. The meeting minutes which include the 2022-2023 budget information have been uploaded to both the community and Spectrum websites.

**FINANCIALS**

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

## OLD BUSINESS

- **Actions between meetings:**

Linda Kondziela, Community Manager provided an update on actions taken between meetings, the Board of Directors approved the following: Proposal to replace pool deck-o-seal in expansion joints at \$5,740.75, Pool irrigation repairs based on findings after second audit at \$2,470.27, Woodcock irrigation repairs at \$1,363.95, Safety Inspection of all four playgrounds at \$1,345.00, Pool/Playground area pressure washing and repainting of parking lot at \$3,400.00. An update was also provided on the previous approved proposal for \$5,500 to fix the entrance bridge electrical issues – invoice came in lower at \$3,939.00.

**Resident Advisory Committee:** Valerie provided the following updates: Currently four surveys have been completed and submitted by the RAC members, with the remaining due at the end of the month. Valerie to provide Linda (Community Manager) with the list of suggested items to gather proposals for discussion as possible uses for the \$15K 2022-2023 budgeted capital improvement funds.

**Landscape Advisory Committee:** Richard provided the following updates: Irrigation at pool is now working and the LAC plan on moving their focus onto fixing another main area in the community. The LAC agrees that the trees at the communities' entrance should be some type of palm tree, they still need to determine type and size of palms that work best for the area. Updated charter has been written and Richard will type up and share at the June meeting.

- **Tennis Court Repairs:** The Board of Directors shared that the cost to get the courts back to a safe condition would be close to \$100K and that the safety of the residents is their most important concern. The Board approved \$35,000 plus 10% contingency for the following tennis court repairs: resurfacing, new nets, replace 14 upright perimeter poles on the chain link fence, remove current lights and install cover boxes over anchor bolts, replace existing chain link entrance gate with wrought iron fence gate and add a card access device. At the time of the meeting the board had not selected the card access device and will work with Linda (Community Manager) on the best option. Motion to approve - Alfred, Second - Richard, 5-0.

## NEW BUSINESS

- **Electronic and Telephonic Action Policy:** The Board of Directors discussed the current Electronic and Telephonic Action Policy and agreed it conflicts with the HOA's bylaws. The board approved to rescind the policy and if action is taken between meetings all five board members must vote on the matter. Motion - Alfred, Second - Vikki, 5-0.
- **Tucker Lake:** The Board of Directors discussed the need to secure the lake by fencing in the area so that only residents have access. The plan is to get a survey of the area and proposals to clear the needed area and add a chain link fence around the perimeter. Linda, Community Manager will start the process to get the survey and proposals
- **MUD:** Alfred, President explained the lake agreement between the MUD and the HOA, the MUD owns the lakes, and the HOA is responsible for maintaining the lakes. Homeowners that attended were notified that a bulkhead will be installed at Kroger Lake, the project will start in a few weeks. Over the next few weeks, Linda (Community Manager) will be sending out communication to homeowners about the project. Austin Lakes is also in need of major repairs and the MUD is working to determine the best solution to fix all the issues. If homeowners have any questions about the MUD, please direct them to the MUD board and it is encouraged for homeowners to attend the monthly MUD meetings. Moving forward an update will be provided at every monthly board meeting.

**HOMEOWNER FORUM**

- Homeowners present were given the opportunity to address the board and ask any questions. Questions and comments included: Request was made to start the open session of the meeting on-time, the board agreed and apologized for the late starts and will make sure to be more respectful of homeowner’s time. Homeowner also asked if there are any plans for the area behind the tennis courts, board response was at this time there is not a plan for the area.

**OPEN MEETING ADJOURNMENT**

Open session was adjourned at 8:41 p.m.

**NEXT MEETING DATE**

The next board meeting will be on Tuesday, June 14, 2022.

LOSSH representative:

*Alfred Donaldson*

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Spectrum representative:

*Linda Koudziela*

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Date:

2022-05-13

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# Signature Certificate

Reference number: SPEDD-M5XPA-6X2Z2-FT3FE

Signer	Timestamp	Signature
<b>Linda Kondziela</b> Email: lkondziela@spectrumam.com Sent: 13 May 2022 19:57:21 UTC Signed: 13 May 2022 19:57:21 UTC		 IP address: 76.30.139.110 Location: Kemah, United States
<b>Alfred Donaldson</b> Email: adonaldson@lakesofsouthshoreharbour.com Sent: 13 May 2022 19:57:21 UTC Viewed: 13 May 2022 20:03:42 UTC Signed: 13 May 2022 20:03:55 UTC		 IP address: 73.6.130.68 Location: League City, United States

Document completed by all parties on:  
13 May 2022 20:03:55 UTC

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