

**LAKES AT HIGHLAND GLEN COMMUNITY ASSOCIATION, INC.
BOARD OF DIRECTORS REGULAR SESSION MEETING MINUTES
August 1, 2018**

PRESENT:

Board Members

Scott Brown
John Cornwell
Jibbie John
Peter Tran

Absent

Leslie Ramos

Managing Agent

Shontele Redeaux

CALL TO ORDER AND ESTABLISH QUORUM:

With a quorum being established the meeting was called to order at 7:07 p.m.

SUMMARY OF EXECUTIVE SESSION:

Management advised the membership that the Board ratified the July 11, 2018 Executive Session meeting minutes, the Board discussed the engagement letter provided by the Associations attorney and also discussed contributions to the gated reserve account to make the account whole for 2017.

MEETING MINUTES:

A motion was made, seconded and unanimously approved to ratify the July 11, 2018 regular session meeting minutes.

FINANCIAL STATEMENT:

Management went over the income received, the expenses paid out through June 30, 2018. In addition, management went over any areas in which the Association is currently over or under budget.

Management will change the wording for the CD's on the balance sheet, to clearly identify the funds in the CD's are Reserve Funds for the entire community. Management will advise the Board of the new rate the CD that renewed in July is currently at.

UNFINISHED BUSINESS:

RESERVE STUDY

The Board and members present were advised a meeting has been scheduled for Tuesday, August 7th to meet with Reserve Advisors which is the company that prepared the Reserve Study for the community. Anyone interested was told the meeting was scheduled to be held at St. Andrew's Episcopal Church in room 106.

NEW BUSINESS:

GUIDELINES

The Board discussed the guidelines being established for the purpose of determining what charges will be considered gated expenses verses community expenses. A motion, was made

by Director Cornwell, seconded by Director Brown and unanimously approved by the Board. Once signed by Director Brown, management will ensure a copy of the guidelines are uploaded to the Associations website.

The Board asked management to provide a map outlining the locations of the irrigation meters to assist with knowing what locations the Association is having the biggest water spikes billed by the City. In addition, the Board asked management to contact the City of Pearland to determine why the water bills seem excessively high.

LEAK IN MEN'S RESTROOM

The Board advised there is a leak in the wall of the men's restroom and will received a bid from Rey shortly to make the necessary repairs to this leak.

MUD LAKES

A homeowner raised concerns with the lakes deteriorating and the bricks at the bulkhead falling into the water. The Board had previously discussed this with the Brazoria County MUD 23 and the MUD stated the bricks were for aesthetics. The Board stated they would visit with homeowner Cuong Tran in the future about the condition of the lakes.

COMMITTEE REPORTS:

IRRIGATION

Director Tran advised he has spoken to Rey Rivera regarding the irrigation in the community and the main area of concern is on Old Alvin and Jasperstone due to the construction by the City of Pearland. The Board asked management to reach out to Mr. Rivera to determine what plants the Association will likely lose due to the construction and if it would be cost effective to cap off any damaged irrigation in that area and not repair until construction is complete.

LANDSCAPING

Director John and homeowner Tami Swinbank had a meeting with Rey Rivera to go over and review the landscaping in the community. During their meeting they asked Rey to be proactive which is something they had requested from the previous landscape management company. With regards to the seasonal plants Rey was asked to look at installing plants that will last long term. Rey was also asked to start with less as when the plants grow they will spread out. The Board was advised Rey will be submitting a bid to install mulch throughout the community Semi-Annually as well as several other bids that will allow the Board the ability to prioritize any improvements for the community.

POOL ACCESS CARDS

Director John stated all was going well with the pool access cards, but he has noticed several people have attempted to access the pool after hours and with cards that are not pool access cards (i.e. gym membership cards, etc.).

PLAYGROUND

Director Tran advised he noticed some rust areas on the playground equipment, management was asked to have McKenna check the integrity of the playground equipment.

ELECTRICITY/MONUMENTS/POOL LIGHTS/STREET LIGHTS

Management was asked to have Ty Williams to check the light timers as the lights appear to be coming on later than usual.

LAKE LIGHT FOUNTAINS/LAKES AND PUMPS

Director Tran advised the fountains on Pearland Parkway and Summit Springs are staying on very late, past the agreed upon shut off time.

SOCIAL EVENTS

Homeowner Melissa Tran advised the membership the movie that will be played on August 4th is Coco and the Fall Festival will be held on October 21st and homeowners or others are welcome to sponsor a station at the Fall Festival to help defray cost. Mrs. Tran asked management to determine if there was a DJ last year at the Fall Festival.

HOLIDAY DÉCOR

Management advised they would follow up with Arwen Jackson regarding an invoice submitted for the installation and removal/storage of the holiday décor.

SECURE MEETING PLACE

The next meeting will be held on Wednesday, September 5, 2018 at St. Andrew’s Episcopal Church.

SIGNAGE

Management was asked to order new “no parking” signs for Halloween and a replacement sign to replace the faded sign that is currently installed as you exit the gated section.

ADJOURNMENT:

With no further business to come before the Board, a motion was made, seconded and unanimously approved adjourning the regular session meeting at 7:58 p.m.

Authorized Signer _____ Date