

# *Lake Olympia Civic Association*

---

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF LAKE OLYMPIA CIVIC ASSOCIATION, INC. HELD ON MAY 28, 2015 AT 6:30 P.M.  
AT THE LAKE OLYMPIA CLUBHOUSE, 180 ISLAND BLVD, MISSOURI CITY, TEXAS 77459**

---

## **DIRECTORS PRESENT**

Jonathan Winfile  
Marie Moore  
Jim Gasper  
Ram Garg  
Rob Rector

## **NOT PRESENT**

Adrienne Barker

## **IN ATTENDANCE**

Jennifer Meador represented the Managing Agent, FirstService Residential.  
Twenty-one homeowners were present.  
Lt. Terry, Missouri City Police  
John O'Malley, Legacy Landscape  
Justin Davis, TAE  
Steven Randolph, Partners in Building  
Robert Pratel, Omni Contractors

## **HOMEOWNER /GUEST FORUM**

Beth Szescila reported the pedestrian gate at Flamingo Island was covered with Oleander bushes. John O'Malley stated they trimmed the bushes last week.

Lana Harris provided an appeal to the Board for the trees at her lot.

Steve Legrue asked about the foundation Castello Homes had poured in Flamingo and what happened at the public hearing. Marie Moore stated she and Larry Bell attended the hearing as owners of the community and the decision was made to deny the variance. The managing agent reported the builder has stated they foundation will be removed, and the property would be sold.

Owners on Brights Bend reported a half-way house has been set up across from the school. The reported people are roaming the streets in the area and request the managing agent to send out notice to cease the business action in the residential area. Jon Winfile stated he had a similar issue near his home, and a letter was sent and the issue was quickly resolved. Marie Moore stated to provide the managing agent all names and addresses to resolve.

Owners reported issues of harassment and stated owners are planning to move out as a result of the problems in their area. Jon Winfile stated to contact the managing agent to document all issues so that a nuisance letter can be sent to the violating party. Mr. Winfile stated you must document every instance, and we can work jointly together to resolve these issues.

## **CALL TO ORDER**

Notice of the meeting having been given, and a quorum being present, the meeting was called to order at 7:21 p.m. The meeting was presided by the Board President, Jon Winfile. The Managing Agent assisted in recording of the minutes.

## ADOPTION OF AGENDA

Upon a motion duly made by Jim Gasper and second by Rob Rector, the agenda was adopted.

## COMMITTEE REPORTS

### LAKE COMMITTEE

Marie Moore reported for Gary Leist stating the lakes have lost a lot of dye and possibly sonar. Ms. Moore stated Danbury Lake Management is testing the water to verify the sonar.

### ARCHITECTURAL CONTROL COMMITTEE

No Report.

### CRIME WATCH COMMITTEE

No Report.

### ACTIVITIES COMMITTEE

Debra Grade reported eighty six people participated in the garage sale, and provide a list of addresses to the Board. Ms. Grade stated the event was a huge success.

## BUILDERS/VENDORS

### MISSOURI CITY POLICE

Lt. Russell Terry informed owners to please contact the police for harassment or if owners feel their families are being endangered. Lt. Terry stated if we are not called we cannot do anything. Owners stated even when a particular officer came out she told owners to ignore and leave violators alone. Lt. Terry stated if you have record of these calls and can provide them to us we will address them. Jon Winfile stated we need owners to clearly document all issues to resolve. Mr. Winfile stated if residents are doing anything to harass or endanger owners, first call the police, then contact the managing agent or call me personally. Mr. Winfile stated we will document and send offenders to the attorney which will assess a fine to their account.

Steve Legrue stated you want us to call then they retaliate, then the police say they can't do anything. Lt. Terry stated what legal ramification do we have, we have been on the evening shift for two years and respond to every call. Lt. Terry stated it is a nuisance, what's going on, and we need more owners to contact us and report these incidents.

Jon Winfile stated remember if owners go on vacation, go online to sign up for patrols to drive by your homes. Billy Siems thanked the Missouri City Police for their professionalism.

## LEGACY

John O'Malley reported it has been a struggle to cut the grass with all the rain. Mr. O'Malley stated the boat ramp parking area was installed, but a couple of four wheeled trucks rutted up the landscape. Mr. O'Malley stated it was an easy fix and we can bring in material to fill the ruts with sand and dirt. Mr. O'Malley provided two proposals to repair the parking area for review by the Board.

Mr. O'Malley stated the kiddie park areas filled with pea gravel do not meet state code, and should be filled with kiddie cushion. Mr. O'Malley stated we can remove part of the pea gravel and place kiddie cushion on top. Mr. O'Malley provided a proposal to the Board for Kiddie Cushion in the playground areas.

Mr. O'Malley stated the walkway at the Gazebo and the pool becomes a muddy mess. Mr. O'Malley stated a temporary fix would be to add sod, but it's not the best idea. Mr. O'Malley stated a permanent

solution would be to place a sidewalk so when the swim team meets they can use the area. The Board agreed to review a proposal for a sidewalk to be placed.

Marie Moore asked about the Juniper leaning at the entrance of Jade Isle. John O'Malley state he looked at it and stated is could be propped up, but that insects will infest it as it was damaged.

#### TEXAS ACQUATIC

Justin Davis reported a new member will be your day to day contact, Etienne Lescure has joined TAE's team. Jon Winfile asked if the pool signs were installed. The managing agent stated the onsite had laminated signs for the pool hours posted at each pool. Jon Winfile stated the AED's have not been locked up the last few days. Justin Davis stated this was a training issue and they have now place a sign stating to lock the AED each day, and verification will be made upon a shift change. Mr. Davis stated the Hwy 6 fountain is down. The managing agent stated we are working with another company to fix the fountain. Justin Davis stated the slide at the Kenwick pool was not working last week, but has been corrected. Mr. Davis stated with all the rain the pools chemical balance needed correcting, umbrellas were torn but replaced, and the staff issue were worked out. Justin Davis stated we will be replacing the pool lights and the folding lifeguard seat without a cushion.

#### TOLL BROTHERS

No Report.

#### CLEANING ON US

No Report.

#### DISPOSITION OF MINUTES

Upon a motion duly made by Marie Moore, and seconded by Rob Rector the minutes of the Board meeting held on April 23, 2015 were approved.

#### REVIEW OF FINANCIAL REPORTS

The Board reviewed, and accepted the April 30, 2015 Financial Report. Jim Gasper reported we broke even this month with no profit.

#### ADMINISTRATIVE

##### Kimberly Morisak - Architect

Kim Morisak reported she had reviewed the Lake Olympia documents and could provide a review of Architectural plans for new homes as needed for the association.

Jon Winfile state the contract with the managing agent allowed them to review new home plans, but now that Mr. Regenbaum has left the company, they no longer can provide this service. Mr. Winfile stated we would like a two tier process, all easements and zoning issues would be one level, and custom would be a more thorough review.

Kim Morisak stated we would meet with the builders and help them get the submissions in compliance, we would also photograph stages of the build and the managing agent can handle variances, as we do not dictate means and methods. Jon Winfile request a copy of Ms. Morisak's resume. Mr. Winfile requested a chart of tier work and fees be provided for the next meeting. Kim Morisak stated we could go in and work with LOCA for 90 days and acquire a better perspective on what needs to be changed in the process.

Marie Moore stated we would like the review to hold the standard of the community, and to keep in harmony with the community.

### Board Candidate

Jon Winfile reported the Board has asked Nancy Hughes to fill the vacant seat on the Board. Nancy Hughes stated she is thrilled and would be happy to serve. Marie Moore stated she has seen Ms. Hughes is meticulous and known to do the right thing. Jon Winfile stated Board members are elected each year at the annual meeting, but when a Board member resigns, the Board can fill the position according to the Bylaws.

### On-Site Manager Report:

The Board reviewed the onsite manager report.

1. The Board requested the managing agent to ensure the lights for the Jade Fountain be checked and replaced as needed before refilling the fountain with water.
2. The Board requested the managing agent to ensure the scallops of the pillars be power washed, when the onsite maintenance power washes the pillars.
3. The Board stated bids will not be needed to power wash the walls as, this is what we hired the onsite maintenance man for.
4. The Board requested a cost analysis be done to verify dryers are more cost effective than paper towels in the bathrooms.
5. The Board requested the gazebo not be painted.
6. The Board requested the carpet be fixed with saddle strips, and the onsite manager ensure caps are put on all tables and chairs.

### Community Manager Report:

The Board reviewed the Community Manager Report. The managing agent stated the main fountains are being worked on and will be fixed soon. The Board requested the fountains be turned off for a couple of weeks now that school is out. The managing agent stated the deck has been started and will be complete next week, the gazebo benches will also be replaced. The managing agent stated the camera for the Marina pool will be installed on Monday, June 1<sup>st</sup>. The managing agent stated the AED's are now secured in both pool areas. The managing agent stated the Marina deck is in the process of being replaced.

## **CURRENT PROPOSALS**

### Kiddie Cushion

The Board reviewed the proposal provided from Legacy Landscape for \$8,964.00 for the Kiddie Cushion in the park areas. The Board requested the managing agent to acquire two additional bids for review.

### Pavillion/Pool Landscape

The Board reviewed the proposal for the boat ramp parking area to correct the drainage due vehicle damage. Upon a motion duly made by Marie Moore and seconded by Jim Gasper, the Board approved the \$630.00 proposal from Legacy Landscape for the repair of the boat ramp parking area due to vehicle damage.

The Board reviewed the proposal for the boat ramp sod repair due to vehicle damage. Upon a motion duly made by Jim Gasper and seconded by Marie Moore, the Board approved the \$380.00 proposal from Legacy Landscape for the repair of the boat ramp landscape area due to vehicle damage.

## **BUILDER REPORTS AND LISTING**

The managing agent provided a builder listing for review. The Board reviewed the builder list.

### Partners in Building

Steven Randolph presented the Board with their updated contract to include landscaping for new home builds. Mr. Randolph reported previously the contract did not include landscaping, and owners were to landscape their homes. Mr. Randolph stated he has contact the owners of the last two homes built to help them finish the landscaping as submitted in their plans. Marie Moore stated we would have never given

permission to build without landscape. Jon Winfile stated the plans have X and we expect to see X, unless a change order is submitted. Steve Randolph stated we have a letter and contract signed by the owner to install landscape. Marie Moore stated plans submitted should be complete with landscape. Jon Winfile stated the process forward will be for landscape to be in the contract.

Omni Contractors

Robert Pratel reported they are looking to build at 27 Island Blvd. and have submitted a packet for review. Jon Winfile asked do you do landscape, as we have had a lot of issue with small builders. Mr. Winfile stated the plans must be submitted as a whole package. Mr. Charles Ferdin stated I have lived in Jade Island for twenty-one years. Jon Winfile asked how many homes have you built in Ft. Bend. Mr. Pratel stated two in Ft. Bend. Marie Moore asked how many homes were built in the past three years. Mr. Pratel state six last year and thirty homes in the last eight years. Nancy Hughes stated we have rules we follow. Marie Moore stated the contract will is between LOCA and the builder, and changed come from the builder to the ACC. Jon Winfile stated the contract is signed by the owner and the builder so both are committed legally. Marie Moore stated there is a tree preservation clause, and we ask that you save as many trees as you can. Ms. Moore stated the lake guidelines state to not cut the vegetation below regulation. Marie Moore stated we ask all potential builder to donate a couple of trees for the common area, and this is completely voluntary. Mr. Pratel stated we will think about it. Jon Winfile stated the Board will review and get back to you next week.

REVIEW ACTION ITEMS

The managing agent submitted the to-do list for review. The Board reviewed the to-do list.

ADDITIONAL ITEMS OR ROUND TABLE

The Board went over the email from Daphne Sampson regarding pool issues and requests. The managing agent will contact TAE on items delegated by the Board.

EXECUTIVE SESSION

The Board reviewed the status reports from Sears & Bennett.

SCHEDULE NEXT MEETING

The next regular monthly Board meeting is June 25, at 6:30 p.m.

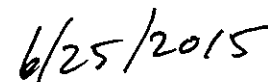
ADJOURNMENT

There being no further business, the meeting was adjourned at 9:45 p.m.

**RESPECTFULLY SUBMITTED:**

  
\_\_\_\_\_  
Jennifer Meador  
RECORDING SECRETARY

  
\_\_\_\_\_  
APPROVED

  
\_\_\_\_\_  
DATE APPROVED