

Lake Olympia Civic Association

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF LAKE OLYMPIA CIVIC ASSOCIATION, INC. HELD ON OCTOBER 27, 2016 AT 6:30 PM AT THE LAKE OLYMPIA CLUBHOUSE, 180 ISLAND BLVD, MISSOURI CITY, TX 77459

DIRECTORS PRESENT

Jonathan Winfile, President
Jim Gasper, Treasurer
Chad Parkhurst, Director

Adrienne Barker, Secretary
Nancy Hughes, Director
Ram Garg, Director

IN ATTENDANCE

Michelle King, General Manager and Veronica Davila, Community Manager were present representing First Service Residential, the Managing Agent. Nine (9) homeowners were present.

HOMEOWNER FORUM

Topics of discussion included the Flamingo Bridge Assessment not being disclosed during the purchase/closing process, the entrance beautification process, Beware of Alligator sign and wetland areas at Flamingo Isle, repairs for hole in fence, and tennis court lights.

CALL TO ORDER

Notice of the meeting having been given, and a quorum being present, the meeting was called to order at 6:55 PM. Jonathan Winfile, President, presided and Michelle King assisted in recording of the minutes.

ADOPTION OF AGENDA

Upon a motion duly made and seconded, the agenda was adopted as presented.

DISPOSITION OF MINUTES

Upon a motion duly made and seconded, the minutes of the Board meeting held on October 27, 2016 were approved as presented.

SPECIAL ISSUES

John O'Malley with Legacy Landscape was not present; prepared report submitted in his absence

COMMITTEE REPORTS

Lake Committee

- Upon a motion duly motioned, seconded, and passed requests for proposals to repair the Oyster Creek Pier will be solicited.
- Discussion regarding the erosion at shoreline; vegetation will need to be planted to limit the erosion
- A certified 209 letter is to be sent for the sunken boat

Urban Foresters

- The Board will look at the trees to determine which trees are the responsibility of the Association based on the map and provide the information to Urban Foresters
- Urban Foresters will trim the trees as required by the City of Missouri City

BUILDER REPORT

Fairmont Homes needs provide a presentation to the Board and have documentation of three homes built in Fort Bend Country as part of the approval process

TREASURER REPORT

- The web financials presented in the Board packet included duplicated G/L accounts; FirstService Residential to provide an explanation
- Account Receivables over \$500 require certified demand letter; all others require reminder notice
- Verify accounts at attorney's office against Account Receivable report

COMMUNITY MANAGER REPORT

The Clubhouse/On Site Report was distributed for the Board's review

- Camera Installations will begin in November and the schedule needs to be communicated to the Homeowners

ADDITIONAL BUSINESS

- Upon a motion duly made, seconded, and passed, the following were accepted:
 - Pest Control Contract
 - Fire Alarm Monitoring Contract
 - Holiday Decoration Contract by Sundance
 - Main Entrance Fountain electrical repairs; passed with one opposition
 - Swan Isle guard building repairs to be completed by Supertech under the condition it would be done at the same price as submitted by Tuttle Construction
 - Repairs at 2738 Turning Row and 4319 Oak Forest by Supertech
 - Pressure washing wall at the Peninsulas at Oyster Creek by Pure Pressure
 - Clubhouse fire and parking lanes painting by Cleaning on Us
 - Clubhouse Interior Paint – Tentatively awarded to Supertech under the condition it includes the detail provided by Grice & Grice at quoted price (\$5,900) if not, the cost cannot exceed \$8,650
- Printed signage additions/replacement requires two additional quotes for comparison
- Marina & Kenwick pools repairs require the list of what was audited; ask TAE to fix the repairs first before requesting other proposals
- Upon a motion duly made, seconded, and passed, the pedestrian gate locks were tabled until 2017
- Force mows need to be submitted through "see/click/fix" first and then performed every three weeks during the winter months
- Discussion regarding the use of the electrical signage resulted in accepting the first ten messages per month at no cost to the Homeowners
- When an open house event is scheduled, a code would be created specifically for the event and deactivated afterward

EXECUTIVE SESSION

Executive session was called to consider actions involving personnel, pending litigation, contract negotiations, enforcement actions, matters involving invasion of privacy of individual owners, or matters that are to remain confidential by request of the affected parties and agreement of the Board.

RECONVENE OPEN SESSION

No action taken

SCHEDULE NEXT MEETING

The next meeting of the Board of Directors will be held on December 1, 2016 at 6:30 PM at the clubhouse.

ADJOURNMENT

There being no further business, the meeting was adjourned at 9:45pm

RESPECTFULLY SUBMITTED:

MICHELLE KING
RECORDING SECRETARY

APPROVED

DATE APPROVED