

LAKERIDGE TOWNHOME CONDO HOA BOARD MEETING

MEETING MINUTES

FEBRUARY 4, 2021

LAKERIDGE CONFERENCE ROOM

Attendance: Robert Orzabal, Waseem Srouji, Brad Corrier, Toni Myers, Allyson Mullins, Terry Thigpin, Kayla Ballew

1. The meeting was called to order at approximately 6:10 PM
 - The meeting minutes from the January 16th meeting were reviewed, Brad Corrier made a motion to accept the minutes, Waseem Srouji seconded the motion, minutes were approved unanimously.
2. The January cash flow report was presented by Toni Myers; net cash flow for January was \$67,895 and total cash balance was \$74,411; all agreed that cash flow appears healthy in relation to current expenses.
3. The Homeowner Delinquency report was presented by Toni Myers, approximately 56 units are delinquent however the majority of these are likely due to delays resulting from changing over payment systems between Lakeridge and Beal Management; also, several owners have refused to pay Lakeridge but have indicated they will now pay Beal; it is anticipated that the majority if not all of the currently delinquent units will be paid in full within the next 30 days
4. Property tour/deferred maintenance items/repairs – Toni and Allyson took the Board on a tour of the property and facilities to discuss various items that need immediate attention, the following items were identified, and action recommended:
 - The club house/office needs various cosmetic repairs including touch up painting, replacement of the front entry carpet, repairs to the lounge furniture; the Board unanimously authorized Toni to proceed with the repairs
 - Toni proposed changing the two tanning rooms into storage for packages for Lakeridge occupants and removing the old tanning beds; Toni will see about having an Amazon HUB possibly installed as well as other options from other delivery companies; the Board unanimously agreed with this proposal
 - Toni and Allyson are having the movie theater system checked by their AV company to determine what is needed to make it fully functional; the movie theater is in overall good condition however some furniture needs repair; it was determined that it should be brought back to full functionality so residents can use it and home football games broadcast

- The pool hot tubs are not functional; it was unanimously agreed that Oasis Pools should provide a full bid to convert both into tanning lounges
- The fire pit is non-functional, and it was unanimously agreed that it should be fully disabled and that bids should be obtained for converting it into a decorative planter, table or other converted use; Toni will obtain bids for various options
- The basketball court has a broken light, broken net and the timer box needs a locking mechanism; the Board unanimously approved making those repairs
- The workout equipment was in overall good condition however several benches need repair; the current equipment contract includes repairs, and the company will be contacted to make those repairs
- The shuffleboard table and pool table have damaged felt and there is only one pool cue; Toni will get bids to repair both items and will purchase new pool cues
- It was determined that several security cameras are functional in the club house but others are needed in the pool area and other areas; Toni will get bids to install cameras into those areas; The cameras at the gates were determined to not to be useful since they only monitor the gates (which are insured) and the footage is difficult to review, it was agreed that these would be removed; Also it was determined that non-functional cameras and signage regarding cameras in areas that do not exist should be removed for liability reasons
- The pool area possibly does not have a safety compliant emergency phone, the Board approved having Toni install a pool safety phone; via KingsIII. Also, several pool gates are in need of repair – the Board agreed that these should be repaired immediately
- Allyson suggested ordering flags (American, Texas and A&M) to put on the flagpoles in front of the office – the Board unanimously agreed
- The Board agreed that signage on the parking spot poles in front of the club house be purchase providing office staff with reserved spots and providing spots for handicapped parking

5. Insurance – the current insurance policy is up for renewal April 1st; it was decided that the current policy would be reviewed as to the extent of the coverage and that new bids for insurance would be solicited.
6. Internet/Cable Contract – Toni and Allyson are in the process of renegotiating the existing contract with Suddenlink which is up for renewal in May; the Board unanimously agreed that we should consider dropping Cable TV service since most individual use an on-line streaming service instead (HULU, YouTube, Netflix, etc). Toni

will work on a proposal with considerably faster Internet service and it is expected this can be to achieve at a considerably reduced cost

7. Landscaping – the landscaping contract with Grassroots is being reviewed and the level of service clarified. The contract has a 30-day termination policy therefore new landscaping companies will be approached for a bid. The current company will be contacted regarding mulching around the club house and other areas in need of immediate attention.
8. Office Cleaning – the current service consists of one individual; Toni and Allyson proposed using a service they use elsewhere that consists of two individuals who do a more thorough job for about the same cost as the current service; the Board unanimously approved moving forward with the new service.
9. Porter Service – the Board unanimously approved the hiring of Bob’s Porter Service to take care of exterior site cleaning including emptying dog waste receptacles, garbage cans and removing heavy trash which the City does not remove.
10. FOBs – it was proposed and unanimously approve that the HOA purchase extra FOBs in bulk and provide current owners with non-functional FOBs with a new one; All future replacements due to loss or damage will be at the bulk cost (\$22.00 each) plus \$8.
11. Toni suggested that a separate laptop be purchased for the Lakeridge HOA specifically to contain the FOB software and database. This will allow for continuity of the system regardless of any change in HOA management. Prices will be obtained for the Board to approve the purchase.
12. Toni and Allyson suggested that the HOA establish basic rules for the occupants at Lakeridge and a fine schedule for the violation of such rules. Currently there are no established rules to governing basic conduct. They will look at rules from other comparable developments and provide a proposal to the Board.
13. Toni suggested that we get quotes for power washing the exterior of many of the buildings which have become dirty with mildew and moss growth.
14. The meeting was adjourned at approximately 8:10 PM.