

Grand Harbor POA Board of Directors

Open Board Meeting – GHPOA Office

October 4, 2011

Board Members Present: Kurt Smith, President, Charles Smith, Vice-President, Teresa Braymen, Secretary, Gene Zetka, Member at Large

Others present were: Nancy Denega, Manager, Galen Mihm and Harry Smith.

The meeting was called to order by Kurt Smith at approximately 1:00 p.m. and the quorum was established.

Motion was made to amend the agenda to: add discussion about the camera upgrade project and add discussion about a survey. Motion was seconded and carried 4-0.

Motion was made to approve the meeting minutes of 9-27-11 as submitted via email. Motion was seconded and carried 4-0.

Harry Smith and Galen Mihm, members of the Infrastructure Committee (IC), gave the board an update on the Serene Water Canal Rehab Project. They are urging that the dredging of that canal be done as soon as possible, as to do so now while it's basically dry, will cost about half of what it would if there were water in the canal. Their recommendation now is to dredge from the spillway to the bridge rather than just around the nine lots originally identified. Their estimate is the POA is responsible for about half the cost because of the silting coming from the spillway. Gene Zetka will prepare a draft Erosion Mitigation Policy & Procedure for review at next week's meeting.

Nancy Denega has talked with M & P Security and L. A. Barton Co. with regard to providing security in our neighborhood. She will set up a meeting with each company to talk with them and see just what they can do and at what cost. She requested that Teresa Braymen be at the meetings.

The test results for the roads in Section 16 were discussed. There are issues with both the quality of the asphalt and the thickness of same. The transition agreement for this section was also discussed. A few changes were asked to be made to the agreement document which Gene Zetka will take care of. It was also discussed that a Letter of Intent may need to be prepared in order to expedite the closing on the sale of all the lots in Section 16.

The Serene Water Canal Spillway Construction Contract bid was discussed. Due to flood water flow into the vicinity of the Serene Water Canal spillway, the area has eroded to a seriously compromised condition, and that condition will continue in the future to place an unacceptable level of sediment into the canal proper, along with potential destruction of the main spillway structure itself.

Gene Zetka made the following motion: that the GHPOA Board of Directors accept the final bid of Randy Roan Construction (RRC), Montgomery, TX, on the Serene Water Canal Spillway Rehabilitation construction contract, and

That Bleyl Engineering be instructed to proceed, on GH POA's behalf, to the point a contract can be signed with RRC for the Base Contract amount of **\$100,730.00**, and **That** the contract with RRC be funded as follows:

- Use 2011 budgeted Drainage Project Funds in the amount of: **\$60,000**
- Use the remaining amount in the Money Market Project Account (Acct. # 10060), ear-marked for 2011 drainage projects, in the amount of: **\$23,861.93**
- Reallocate a portion of the 2011 unbudgeted Income, via amended budget, in the amount of: **\$16,868.07**. Motion was seconded and carried 4-0.

The three Policy & Procedures documents that must be prepared and filed prior to January 1, 2012 were discussed. The Payment Plan P & P will be forwarded to Charles Jordan for preparation. The Document Retention and the Records Production and Copying P & Ps will be edited by Nancy Denega and then reviewed at next week's meeting.

A form to be used by members who wish to address the board during a meeting will be updated by Nancy Denega and ready for review at the next meeting. This form will be placed on the web site and will have to be submitted to the POA at least 96 hours in advance of a meeting, as the agenda must be posted 72 hours in advance of a meeting.

Gene Zetka gave the board an update on the Security Camera Upgrade Project. He asked that the camera enclosure at the front gate, which is housing nothing, be moved to the back gate to replace that enclosure. He also asked that Nancy Denega check on the cost of some cabinets that can house the computer towers in the Gate House. This needs to be done to protect the equipment. Nancy will check on pricing.

Kurt Smith discussed doing a survey to get feedback from the community on several items. Board members are to present their requests to him in the next few days.

Nancy Denega advised the board of a proposed change in identifying, recording, and processing Deed Violations. She believes the new procedure will improve and streamline this process. She will update the board on the new process next week.

Motion was made to adjourn meeting at approximately 3:30 p.m., seconded, and carried 4-0.

Board member signatures are on separate page.

Grand Harbor POA Board of Directors

List of Motions Made

Open Board Meeting – GHPOA Office

October 4, 2011

Motion was made to award the contract for the Serene Water Canal Spillway Rehabilitation Project to Randy Roan Construction.