

BOARD OF DIRECTORS MEETING MINUTES

DATE: February 25, 2010
PLACE: FCCA Office
ATTENDING: Sherrie Knoepfel, Executive Director
Don Olson, President
Farha Ahmed, Director
John Molloy, Director
Vidya Verma, Director
Joyce Walter, Director
Vanessa Brown, Staff
Linda Davis, Staff
Alice Fish, Staff
Bill Grantham, Staff
Lynn Haist, Staff
Bob Jaros, Staff
Carol Litton, Staff
Phil Martin, Staff
Jeanne Miller, Staff
Heather Neely, Staff
Doug Pepping, Staff
Bill Roy, Staff
Andrew Vacek, Staff
Lt. Dwayne Williams, Missouri City Police Department
Richard McNamara, Clark Condon Associates

Absent: Directors Dunford and Goldstein

D. Olson called the meeting to order at 3:10 p.m.

CONSENT AGENDA

- Approve Board Minutes from January 28, 2010
- Approve Executive Session Board Minutes from January 28, 2010

A MOTION WAS MADE to approve the consent agenda items. (MOTION: – V. Verma; 2nd – J. Molloy; MOTION PASSED, unanimous)

GOVERNANCE

- Discuss Committee Charters

A sub-committee was formed to determine if an update or additional requirements are needed on the Committee Charters.

- Discuss Capital & Reserve Funds Policy

Staff will work on developing a policy under the Board's direction. A policy will be created on how neighborhood reps can use reserve funds.

WORKSHOP/ENDS

- 2010 Census Presentation – Sherrie Knoepfel, Co-Chair Sugar Land Complete Count Committee

S. Knoepfel gave a brief presentation on her participation on the Census Committee. She co-chaired with Nancy Porter in addition to ten other participants. The census form will be mailed March 15 and needs to be returned by April 1.

- Amenities Development Update

Richard McNamara of Clark Condon Associates gave a presentation of the conceptual master plan and everyone received a list of amenities and was asked to rank in order of importance.

- Consideration of and action on authorization to contract with Clark Condon for Aquatic Center and Heritage Colony design services.

A MOTION WAS MADE TO authorize Clark Condon to 1) begin the conceptual process for approval for design development, and 2) move ahead with the contract while staying on budget. (MOTION: J. Molloy; 2nd – V. Verma. MOTION PASSED unanimously)

- Presentation on the Guidelines Update Initiative

S. Knoepfel provided a copy of the Property Improvement Procedures & Guidelines in draft form for review. The charge to the task force was to make the guidelines more user friendly.

MEMBER INPUT TIME

No members attended Member Input Time.

EXECUTIVE SESSION WAS MOVED TO THE END OF THE AGENDA

MONITORING REPORTS

- Industry Standards
- Financial Conditions (December Year-End Draft and January)
- Information and Advice to the Board
 - S. Knoepfel said it was a good meeting with the ELSAG vendor (the license plate recognition surveillance vendor). They will provide demo equipment to do some testing for about 30 days at Sweetwater, Lakes of Austin Park, and Oyster Creek Plantation. ELSAG will collect the data for the demo.
 - Regarding the Constable Contract, FCCA received notice that we owe \$85,000 in back charges during an audit. The statements were supposed to be received quarterly. Our attorney sent them a letter in August and then we received another letter that we had a \$25,000 credit from the 2009 contract and they applied it to the deficit which should have been applied to this year's contract.

A MOTION WAS MADE to accept the Monitoring Reports. (MOTION: – F. Ahmed; 2nd – J. Walter; MOTION PASSED unanimously)

A MOTION WAS MADE to move into Executive Session at 4:45 p.m.. (MOTION: – V. Verma; 2nd – F. Ahmed; MOTION PASSED unanimously)

-RECONVENED INTO REGULAR SESSION AT 5:05 P.M.-

BOARD MEETING EVALUATION

Director Molloy prepared the Board meeting evaluation.

With no further business, regular session was adjourned at 5:07 p.m.

A MOTION WAS MADE to adjourn. (MOTION: – J. Walter; 2nd – V. Verma; MOTION PASSED, unanimous)

Prepared by:

Carol Litton, Administrative Assistant

Approved by:

Hillary Goldstein, Secretary-Treasurer