

BOARD OF DIRECTORS MEETING MINUTES

DATE: November 19, 2009
PLACE: FCCA Office
ATTENDING: Sherrie Knoepfel, Executive Director
Jim Dunford, Secretary/Treasurer
John Molloy, President
Don Olson, Director
Vidya Verma, Vice President
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
Denna Yu, Staff

Absent: Directors Burton and Hancock

J. Molloy called the meeting to order at 3:00 p.m.

CONSENT AGENDA

- Approve Board Minutes

A MOTION WAS MADE to approve the consent agenda item. (MOTION: – D. Olson; 2nd – V. Verma; MOTION PASSED)

GOVERNANCE

- Review Annual Meeting Agenda
The meeting agenda for the annual meeting was reviewed
- Announce intention to run for Officer positions
D. Olson, J. Dunford, J. Walter, and J. Molloy each announced their intentions to run for President for the 2010 year.

- Consideration of and action on Lake Point Neighborhood Assessments

D. Pepping explained the neighborhood assessments in Lake Pointe:

	Creekbend (87 tot/25 wtrfrnt units)	
	Total	Per Unit
Gate Maintenance & Replacement	4,350	50
Street Reserves	13,920	160
Total non-waterfront lot fee	<u>18,270</u>	<u>210</u>
Bulkhead Reserves (25 units)	3,950	158
Total Waterfront lot fee	<u>22,220</u>	<u>368</u>
	The Villas 1-16 (16 tot/9wtrfrnt units)	
	Total	Per Unit
Gate maintenance and Replacement	3,280	205
Street Reserves	6,400	400
Total Non-waterfront lot fee	<u>9,680</u>	<u>605</u>
Bulkhead Reserves (9 units)	2,025	225
Total Waterfront lot fee	<u>11,705</u>	<u>830</u>
	The Villas 17 & 18 (both waterfront)	
	Total	Per Unit
Street Reserves	800	400
Total Non-waterfront lot fee	<u>800</u>	<u>400</u>
Bulkhead Reserves (2 units)	450	225
Total Waterfront lot fee	<u>1,250</u>	<u>625</u>

Also, Lake Pointe Town Center Offices Phase Two is a commercial area with a private street (Creekbend Drive South), the first such configuration within FCCA. The owners of property within this area are bound by their supplementals to pay an initial assessment of \$100.00 per year per commercial unit (7,500 sq. ft.). There are currently 5 property owners with a total of 92 billable units impacted. When all parcels in this area are sold, the total number of billable units will equal 146.

A MOTION WAS MADE TO accept the assessments as stated above. (MOTION: J. Dunford; 2nd – J. Walter. MOTION PASSED unanimously)

WORKSHOP/ENDS

- Consideration of and action on Executive Limitations – Budgeting*

A MOTION WAS MADE TO accept the revisions on the Executive Limitations-Budgeting Monitoring Report. (MOTION: D. Olson; 2nd – V. Verma. MOTION PASSED unanimously)

- Review and discussion on Revised Purchasing Policies
The draft of the purchasing policy was reviewed.
- Review and discussion on draft Annual Work Plan
The draft of the Annual Work Plan was reviewed

- Review and discussion on the Amenities Assessment Timeline
The draft of the FCCA Recreation amenities Redevelopment Timeline was reviewed.

MEMBER INPUT TIME

No members attended Member Input Time.

MONITORING REPORTS

- Conflict of Interest - Purchasing
- Financial Conditions (October)
- Emergency Executive Succession
- Information and Advice to the Board
 - Street tree guidelines and Missouri City sidewalk trees removal guidelines will be disseminated at a joint meeting. Attached are the guidelines.
 - FCCA met with John Kirksey, representing Enclave at Lake Pointe, the Class B property owner in lake Pointe section 6, and mutually determined that it would no be appropriate to begin neighborhood assessments in 2010 due to the slowness of sales.
 - The Department Managers participated in an afternoon strategic planning session with consultant Lyle Sumek on November 4th. The Board will participate in their session in late February or early March of 2010.
 - Neighborhood Recognition Winners
 - Category 1 (1-99 homes) Colony Woods
 - Category 11 9100-299 homes) Hall Lake
 - Category 111 (300+ homes) Woodstream
 - FCCA & Community Events
 - Plantation Settlement Annual Meeting – December 3rd at 6:30 at the FCCA office
 - FCCA Annual Meeting – December 8th at 7:00 p.m. at the Marriott
 - Board Dinner – December 14th at Perry's
- Staff Treatment
- 2009 Annual Summary of Executive Limitations Monitoring

A MOTION WAS MADE to accept the Monitoring Reports. (MOTION: – D. Olson; 2nd – V. Verma; MOTION PASSED unanimously)

OWNERSHIP LINKAGE

- Reports from Directors
 - Director Olson attended the Boathouse grand opening
 - Director Olson said the City appointed a City Task Force for street lighting and security concerns
 - Director Verma said that with the recent incidents there were security concerns in all of First Colony and that we need to actively pursue taking steps to enhance security in all of the FCCA neighborhoods in cooperation with the City of Sugar Land and Police.
 - Director Dunford said he was learned a lot about the infrastructure session held by the Leadership Forum. He also attending the Boathouse grand opening.
 - Director Molloy said he attended the Dragon Boat races and had a great time. He also commented that the volunteer dinner was very nice.
 - Director Walter participated in the Dragon Boat races.

BOARD MEETING EVALUATION

Director Olson prepared the Board meeting evaluation.

A MOTION WAS MADE TO MOVE INTO EXECUTIVE SESSION AT 4:45 p.m. (MOTION: - J. Walter; 2nd – D. Olson; MOTION PASSED)

With no further business, regular session was adjourned at 4:45 p.m.

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

Prepared by:

Carol Litton, Administrative Assistant

Approved by:

James B. Dunford, Secretary/Treasurer