

**Turnbridge Manor**  
**Board of Directors Meeting Minutes**  
*July 18, 2007*

Meeting called to order at 6:45 pm

**Attending Board Members:**

Glynis Chester, Gina Kern, Chad Lancaster, Jeff Hampshire, and Scott Schmidt

Minutes from May 2007 were tabled until next meeting.

Minutes from June 2007 were approved unanimously

**Committee Reports:**

*Social committee –*

- 4<sup>th</sup> Annual School Supply Drive to take place on July 28<sup>th</sup>
- National Night Out is scheduled for August 7<sup>th</sup> and is in the planning stages now

*Pool Committee –*

- Shower is complete. Concern with the invoice presented by Turner Pool Co.
  - Action Item: Jeff to check with Bob on verbal quote from Turner because quote was significantly less.

Concern from Chad that this was just replacing the work that was originally not executed correctly.

*ACC Committee –*

- Concern from residents that ACC approve/denial letters are not coming out in a timely manner.
  - Action Item: Jeff checking with admin to see if the letters are being generated and how long that is taking.

The current approval process from the committee is typically less than 48 hours barring all supporting documentation is submitted with request.

*Landscape Committee –*

- Electric to Turnbridge Dr. entrance delayed due to rain. However the city has imposed a dig minimum of 36" instead of the National Electric Code of 24". Bob Owens filled in his current dig and proceeded to dig to 36". During the dig he hit bedrock and was unable to proceed. He is coming up with an alternate solution and will present it to Jeff by 7/27/07. He will not charge the HOA for the 24" dig.
- July Yard of the Month winners- John & Una Chu, 6238 Ryeworth

*Crime Watch Committee –*

- Chad and Bob met with Officer Covington to review areas for improvement to our pool to reduce the amount of vandalism. Findings:
  - currently there is only one officer in the district able to do drive bys, however Frisco is working on adding to that
  - concern from Officer Covington that our shrubbery around the pool is preventing seeing into the pool area completely during a drive by
  - security camera and card reader at gates suggested
  - Sign needed posted on gates reading “No Trespassing during the hours of 10 until 9”. This will help clear up gray areas if the police are able to drive by and see someone in the pool area during closed hours.
  - Chad trying to push idea with City Council to change the view of people in the pool area as not being on private property by to see it as trespassing during closed hours. This would give the police the ability to be able to write trespassing tickets.

**Actions Items:**

- Chad checking with Officer Covington on the wording for the trespassing sign. Board discussed “No Trespassing during the hours of 10pm until 6am”
- Jeff will order the sign once Chad gives him the ok. Two signs, approx 10x14 to be placed on the gate doors at eyelevel.

**Financials:**

- May and June Financials – approved
- Per Scott, the current 9 month CD will mature on 9/1/07. At that time it needs to be rolled into a 10 month CD that will mature in July 08. From that point on all CDs can be 12 month CDs because they will be maturing on staggered months. Currently the CDs have a 5 times return more than having the money in regular accounts.
- Upon review of financials at a mid year level, the increased dues have definitely help with meeting expenditures. There have been large budget hits this year because of planned projects and unforeseen expenses (fences at entry way, painting of iron fences, mulch at playground, increased summer month expenses, vandalism repairs, etc)

Action Items: Jeff to come up with a list of project and unplanned expense hits and Glynis to do the same. This is to present that the annual meeting in a comprehensive manner.

**Homeowner Correspondence:**

- Email received [REDACTED] concerning house next doors yard. Also there have been additional complaints about this yard ([REDACTED] Snowhill).
  - This house has ignored previously violation letters and is now at the point that the HOA can fine and maintain yard. Landscaping to be done by the end of this week.

- Email received [REDACTED] regarding fence violations.
  - Per Jeff, this has been resolved

### **Miscellaneous Administrative:**

- Front Entrances – Bill Johnson (doing the wood portion of fence at the entrances) is behind schedule due to rain. However he does need a check from the HOA for \$8200 for material currently. Bill Johnson is getting the invoice to Glynis and per Jeff, he needs to sign a workman's comp release since he is not one of our pre-approved vendors. Jeff then can get a check to him.
- Entry card System at the pool - 2nd bid came in from Innovative Security significantly less than previous quote with the same quality system. Concern from board that this would be hard to implement during the pool season. Jeff has implemented before in other neighborhoods and they have away been pretty seamless. The process would be to have system installed, leave the key entry in place for a week or two until everyone's entry cards are activated and sent out, than remove key lock.
  - Glynis wants to hold off until next year and add into the budget as a planned expense especially if we need to put out the expense of a security camera and recording system at the pool due to vandalism.
  - Action Item: Jeff to request security camera quote from Innovative Security
- Chad looking at possibility of taking on the regular maintance of the TBM website.
- Postcards sent to residents with Jeff's contact info. Has this been done?
  - Action Item: Jeff checking to see if this has been done yet.
- Jeff spoke with Valleycrest on concerns of work quality. After discussion improvement has been seen.
- Turner Pool Company – concern that they're quality of work has slipped. Several issues such as bathroom unclean, lost keys, poor appearance of pool area.
  - Action Item: Jeff to talk with Charlton

***Next board meeting – Tues, August 21<sup>st</sup> at Scott Schmidt's house***