

**Heritage Lakes**  
**Board of Directors Meeting**  
Minutes – March 20, 2007  
Conference Room – Heritage Lakes Clubhouse

**Board Members:**

*Present:* Greg Hatt, Danny Carr, Tori Masters, Fran Wilson, and Roberta Bohnet

*Quorum Present?* Yes

*Others Present:* David Garrett and Carol Vasquez, from SBB Management.

**Proceedings:**

- Meeting called to order by President at 5:04 pm.
- Board was introduced to Carol Vasquez, new property management representative from SBB. David Garrett to continue to oversee community during transition period.
- Clubhouse Committee: report on progress of improvements
  - Audio system repairs complete. Had to pay extra \$350 for non-functioning receiver.
  - Lesley to get locking lever put on door this week.
  - Proposal to put trees in playground area for shade. Cost \$3200 for 4 trees from Legacy Links. Greg working on finding a better price.
  - Front Landscape – we have bids, waiting for chance of frost to be gone. LL to replace bushes they trimmed back to far by clubhouse.
- Pond Committee
  - Had rep. from City of Frisco come out - we cannot use pond water for common use watering.
  - Need to place 18" of vegetation around lakes to avoid future slope problems.
- Safety Committee
  - Fran to meet with Securitas to discuss improving community safety.
  - Upper pool area and hot tub a concern. People are pressing Emergency switch, which turns heating system off.
  - Need to order better signage for switches.
  - Motion lights and camera system discussed.
  - Can guard shift be doubled up at 10pm? Treasurer believes a study has been done on this in the past.
  - Post orders never were implemented by previous board.
  - **MOTION:** to implement Post Orders, seconded and approved.
  - Committee to contact Wally at Securitas to go over orders with him to train guards. Carol to contact him.
  - Telephonic pedestal exists by gate, talked about implementing it so guards can leave front gate closed if they leave.
  - Cannot have barrier arm at gate – Fire dept will sue us to get it removed.

- Heritage Lake's tags on cars discussed – have a new one made with a swan on it and distribute to residents. Carol to get pricing.
- Can remote controls be reprogrammed each year – no, not analog.
- Communications Committee:
  - Budget is for 8 page folded newsletter.
  - 509 of 592 homes are getting delivery at saturated rate.
  - Lesley to put out sign to contact her if not getting newsletter.
  - Cost of printing \$350 per month.
  - Only 25% of newsletter to be ads.
  - **MOTION**, to approve current newsletter budget of \$350 per month, seconded and approved.
  - 2 computers purchased – one for meeting room, one for Lesley. Old one went to guard house. They have a firewall and are secure.
  - Treasurer suggested that 2<sup>nd</sup> computer go to guards instead of placed out for community use. Feels it will be abused.
- Pool Committee:
  - Need to get bid to fix sidewalk on backside of pool area – if under \$1000, Carol can go ahead and have it fixed without approval.
  - Cinco de Mayo party headed by Lesley to be put on – pool opens then.
  - Discussed Pool monitor and Pool floats to be purchased by HOA – to discuss with new pool committee.
  - 1<sup>st</sup> pool committee meeting to take place April 3, 7:30pm at clubhouse.
- Golf Committee
  - **MOTION** to give golf committee a yearly budget of \$1200 for tournaments, seconded and approved.
  - First tournaments to be scheduled soon.
- Architectural Control Committee
  - Does board want to appoint old or new members?
  - Need to select a chair for this committee. Requests are coming in for approval and need to be looked at soon.
  - A resident painted their front door yellow on Victory - was this approved? David and Carol to investigate.
- Other Topics Discussed:
  - Treasurer requested to know if there was a set amount that we must contribute to the Reserve Fund, by law. David Garrett said there was not.
  - Alternate 2 (from Criterium Dotson report) has been used to determine Reserve contribution in past years, per David Garrett.
  - It would cost approximately \$1500 to have a new reserve study done, to amend current one.
  - Treasurer requested to get a complete financial packet from SBB as well as notes for February financial packet that was not received yet.
  - Member asked questions about several items from financials, including lines 5112, 5305, 5730, and about phone bills – are we paying twice? All questions answered by Treasurer.

- 4<sup>th</sup> Amendment discussed. Fran Wilson wished for the record to express her disagreement with association charging resident \$250 after 2<sup>nd</sup> appeal. First appeal is free. **MOTION** to keep as is, seconded and approved.
- Review of 4<sup>th</sup> amendment in which ACC has thirty days plus ten days to respond to all requests. Fran Wilson wished for record to note her disagreement. **MOTION** to keep as is, seconded and approved.
- Review of wording in 4<sup>th</sup> amendment regarding prohibition of removal of yard vegetation and stakes, etc. **MOTION** to keep wording as is, seconded and passed. Fran Wilson's disagreement again noted at her request.
- Discussion about Homeowner Rental three strikes law. It is legal and must warn residents on contract of this rule. Lesley to tell all rental customers about this.
- Want to require a mandatory cleaning fee be paid, per clubhouse menu of fees, for all rooms used on parties that run past 10pm. **MOTION** to accept, seconded and passed.
- Want to add a \$25 balloon removal fee, to remove all balloons at top of ceiling. No one is permitted to use ladder on association property. **MOTION** to accept, seconded and approved.
- Treasurer to investigate pricing on pool toys that do not require air. Take suggestions to upcoming pool committee meeting on April 3, 7:30 pm at Clubhouse.
- Hammocks – all that are damaged need to be replaced before pool opens for the season.
- David Garrett to get bid on price of hiring a Pool Monitor (rule enforcer with no life guard skills). Will get back to board with pricing.
- President got a bid to put in a one hoop basket ball court between cabana and volleyball court in common area. First bid from Legacy Links was \$5900. Working on getting a better price. Will get back to board.
- **MOTION** to approve minutes from last meeting, February 18, 2007, seconded and approved.
- Discussion was had about how much of association's income we want to add to reserve fund. All extra monies that are not deposited will go into a Special Projects account to be used as board approves.
- **MOTION** to stop contributing to Reserve Fund after March 2007 deposit, and to use remaining funds for Special Projects to improve community, seconded and approved.
- Next meeting tentatively scheduled for 3<sup>rd</sup> Tuesday of the month. President has since asked for meeting to be moved to the 4<sup>th</sup> Tuesday of the month, April 24<sup>th</sup> at 6:30pm, to give board more ample time to go over financials and have questions prepared.

**Meeting adjourned at 8:40pm**  
**Minutes submitted by Board Secretary, Tori Masters**