

Cambridge Heights Homeowners Association
Board Meeting Minutes
Date: August 26, 2025
Time: 6:00 p.m.

Location: <https://us06web.zoom.us/j/86157054057?pwd=WogaVL9QcaT0Vp7sGaaMJLFWYeG9KI.1>

Action Items

- ☐ **Stacy:** Follow up with the City of Pflugerville regarding trash in the low area. Speaking with Antonio Rodriguez at the City of Pflugerville- he is locating the mowing map so he can tell if it will be the regular mowing team or a special drainage mowing team. Antonio & spoke on 9/22 and emailed again on 9/25 to follow up.
- ☐ **Stacy:** Call Warren/Sebastian on Tuesday regarding camera training and adding the back corner camera. -Done
- ☐ **Steve:** Continue monitoring the camera system for security incidents. On Going
- ☐ **Steve:** Provide Stacey with an updated list of residents needing pool fobs (by the end of the week)-Done
- ☐ **Steve:** Determine whether to adjust the pool key for access times for weekend-only operations after Labor Day. -Done
- ☐ **Steve:** Consider Chris's offer to help monitor weekdays if the pool remains open daily. -Done
- ☐ **Steve & Chris:** Draft a standardized process for handling pool security/safety incidents.
- ☐ **Tiffany:** Add Chris to the Turing portal for pool monitoring.
- ☐ **Chris:** Research options for a pool parking lot gate/barrier.-Done
- ☐ **Steve & Chris:** Install shallow-area rope during winterization.

Summary

Attendees

- ☐ **Board:** Tiffany Howard, Cheryl Johnson
 - ☐ **Community Association Management:** Stacy Knispel
 - ☐ **Committees:** Steve (Pool), Trish (Social), Chris (Maintenance & Pool)
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Meeting Called to Order

Tiffany Howard called the meeting to order at 6:01 p.m. A quorum was established with two of three Board members present.

Approval of Prior Meeting Minutes

- Tiffany moved to approve the minutes of the **July 22, 2025**, meeting.

- Cheryl seconded the motion.
 - **Minutes approved.**
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Reports & Discussion

1) Street Parking and Emergency Access

- Trish raised concerns about excessive street parking, noting that it hinders emergency vehicle access and affects the neighborhood's appearance.
- Cheryl acknowledged the sensitivity around the number of vehicles per household but agreed emergency access should remain a priority.

2) Pool Operations & Camera Updates

- Pool Season: Steve reported pool season is winding down, with most activities ending after Labor Day. Pool fobs are still being distributed.
- Camera System: Ongoing technical issues remain, with delays in training and setup. Stacey will follow up with Warren/Sebastian on Tuesday about training and adding the back corner camera.
- Unauthorized Use: The board discussed challenges with trespassing and unauthorized use.

3) Pool Security & Access Planning

- Tiffany noted that 7-day pool operation is not feasible due to security concerns.
- Cheryl suggested exploring limited weekday hours.
- Chris advocated for daily access and offered to help monitor during weekdays.
- **Decision:** The board agreed to maintain **weekend-only access after Labor Day** while continuing to explore weekday options (limited hours with security enhancements).
- **Access Controls:** Discussion included timed fob systems and better monitoring protocols.

4) Pool Safety & Maintenance Review

- Fence jumpers remain a concern.
- Steve (Maintenance & Safety Chair) proposed reduced pool hours and creating a standardized process for handling late-night gatherings. He and Chris will collaborate on this draft.
- Tiffany will add Chris to the Turing portal to assist with pool monitoring.
- A new pool committee volunteer was noted; Tiffany will connect them with Steve.

5) Security & Facility Improvements

- Discussion on installing a **gate/barrier** at the pool parking lot entrance to prevent late-night activity (Chris will research options).
- Previous patrol services were discontinued due to cost.

- Facility upgrades discussed:
- Countertop improvements
- Bathroom painting
- Re-installing the shallow-area rope during winterization
- The board also discussed reducing mowing frequency to manage budget.

6) Pool Monitor & Vendor Discussion

- Trish suggested using retired residents instead of costly teenage monitors. The group agreed adult monitors would be more effective.
- Tiffany confirmed the board will pursue pool monitors for next season, pending cost-effective solutions.
- Discussion included evaluating a **new pool vendor** with competitive pricing and possible bundled monitoring services. Steve emphasized the need for clear scope of work and due diligence.

7) Pool Events & Social Planning

- Trish reported on the recent pool party (successful but costly). She suggested purchasing a **projection screen and blower** for future events and will gather pricing.
- Upcoming events include a Christmas celebration and an adult party.
- Trish also mentioned interest in finding a maintenance person to support the Welcome Committee

8) Nextdoor Boundary Issue

- Steve reported that Nextdoor boundaries cannot be modified except by original founders; their recent request was denied.
- The board will investigate whether a potential founder, Casey Jorgensen, is a current HOA member

8) Equipment Approval

- The board approved the purchase of a **grill conversion accessory** for community use.

Homeowner Concerns

None currently

Adjournment

- There being no further business, the meeting was adjourned
- The Board then moved to Executive Session, which was not necessary at this time.