



THORNHILL COMMUNITY ASSOCIATION, INC.sm
c/o Brawley Management, LLC

3325 Springbank Lane • Suite 150 • Charlotte, N. C. 28226 • 704-364-2139 • Fax 704-364-5812

Board of Directors Regular Meeting

7:00 Monday, April 30, 2007
Thornhill Pavilion, Charlotte, NC 28277

A Regular Meeting of the Board of Directors of the Thornhill Community Association, Inc. was held on Monday, April 30, 2007.

Board Members Present:

Mike Stitt, President
Ed Ferris, Vice President
Darren Morrow, Treasurer
Linda Stipo, Secretary
P V Archer
Todd Atwood

Board Members Absent:

Elaine Babcock, Assistant Treasurer

Brawley Management Representatives Present

Craig Brown

Community Members Present:

None

Call to Order

The Chair called the meeting to order at 7:05 p.m.

Member Forum

- Opportunity for Members to address the Board

Approval of Minutes

The Chair asked if there were any objections to the approval of the minutes of the Regular Meeting of the Board of Directors held on March 26, 2007. Hearing no objections, the minutes for the March 26, 2007 Meeting of the Board of Directors were approved.

Special Guests

• **US Aquatics**

Brian and Mark from US Aquatics were present to discuss the upcoming pool season. US Aquatics had received a letter from the Thornhill HOA regarding concerns with US Aquatics fulfilling their contract.

The following points were addressed:

- The furniture was left out over the winter months, contrary to the contract.
- The plumbing was winterized in November and summarized in early March.
- The leaves on the pool cover should have been better maintained. Once US Aquatics was notified, they had a crew out to the site within 12 hours to remove the leaves.
- Monthly reports haven't been mailed as per the contract. Brian and Mark apologized for over looking this and will begin complete and mail out in the future.
- "Walk-Throughs" with a Board liaison and a US Aquatics manager will be conducted at a frequency set by the Board.



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- The pool has been inspected and there is a small amount of work needed to get it ready to be opened on May 14th.
- The furniture is out on the deck and has been cleaned.

Todd Atwood was appointed as board liaison to the pool management company. Weekly meetings will be done between him and US Aquatics to ensure proper upkeep of the pool. Systems need to be put in place for collecting guest fees and swim lesson fees. Todd will work on that with US Aquatics. Todd and US Aquatics will meet in the next couple of weeks to define expectations prior to the pool opening.

Officers' Reports

- President's Report (see Attachment A)

Property Manager's Report

- Report on status of projects
 - Pavilion Paving – will start Tuesday and will take 1 to 1 ½ weeks to complete.
 - Pond erosion control and dredging – completed. The gravel still needs to be spread. Craig will follow up with making sure this gets completed.
 - Pavilion Fascia Board Replacement – completed.

Appointment of Secretary Pro-Tempore

As the Secretary announced her need to depart the meeting, she moved that the Chair be appointed to keep the minutes of the balance of the meeting.

The Chair asked if there were any objections and hearing none announced that motion was passed via unanimous consent

Unfinished Business

- **Pond Dredging and Erosion Control**
Dredging project and erosion control project is \$5,565 under budget. The Chair recommended using remaining reserve funds in project budget as per below proposed motion:

MOTION: Whereas the pond erosion abatement and dredging project budget of \$28,065 approved at the 26FEB07 Regular Meeting of the Directors has an unused balance of \$5,565, the Board hereby commits these unused reserve funds to additional erosion control activities as per attached quotes (Attachment B) from Brickman:

- Repair turf along access trail (near Elmstone) damaged during pond dredging project
- Treat vine growth in Junipers along dam area and remove weeds on western slopes of pavilion to make way for new erosion abating plantings
- Remove all trees around perimeter of pond waterline (west side) for the purposes of replacing with grasses or other sediment catching species.

Moved by: Ed Ferris



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The Chair asked for discussion and seeing none asked for objections to the motion. None were heard and the Chair announced that the motion was carried via unanimous consent.

- **Pool Lighting Proposals**

Having distributed the bid packages for removal of the current light masts and installation of new flood lighting on the eaves of the pavilion, the Chair asked for discussion of the bids. He also noted that the project included the previously budgeted lease of 2 new light fixtures (poles from) Duke Power to be installed at the north and south ends of the pool area. With the recommendation of the property manager the following motions were raised:

MOTION: To accept the bid from Hill Electric to install flood lights on pavilion and remove existing light masts as per their bid shown in Attachment C. The project budget is not to exceed \$2,000 and funds are to be drawn from the “Other Project Expense” category in the approved 2007 operating budget.

Moved by: Michael Stitt

The Chair asked for discussion and seeing none asked for objections to the motion. None were heard and the Chair announced that the motion was carried via unanimous consent.

MOTION: To contract with Duke Power to install and lease 2 new cobra box light fixtures to be set at the north and south ends of the swimming pool at a cost of \$75 per month. Funds are to be drawn from 9210 – Electricity Expense as per the approved 2007 operating budget.

Moved by: Michael Stitt

The Chair asked for discussion and seeing none asked for objections to the motion. None were heard and the Chair announced that the motion was carried via unanimous consent.

New Business

- **Change of depository to BB&T**

At the recommendation of Brawley Management, the Board discussed moving accounts and authorizing new signers. Brawley recommended the change based on better interest rates and convenience of the BB&T branch. The following motion was raised.

MOTION: To change the depository of the Associations funds to BB&T and to authorize the President, Vice President, Treasurer and Secretary as account signatories.

Moved by: Todd Atwood

The Chair asked for discussion and seeing none asked for objections to the motion. None were heard and the Chair announced that the motion was carried via unanimous consent.



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- **Pool Maintenance Projects Discussion and Approval**

Based on the discussion of pool maintenance projects with the pool management vendor earlier in the meeting, the Chair asked for discussion on which of the previously budgeted items should be executed before pool season. After discussion, the Chair brought the following motion:

MOTION: To accept bid from US Aquatics to conduct the following repairs and maintenance:

Repair Fill spout in Deck	\$150.00
Replace Two (2) Handrail Anchors(in deck)	\$700.00
Portable Guard Chair	\$895.00
Portable Vacuum Pump	\$585.00

Moved by: Michael Stitt

The Chair asked for discussion and seeing none asked for objections to the motion. None were heard and the Chair announced that the motion was carried via unanimous consent.

- **May Meeting**

Due to the next meeting falling on Memorial Day, the following motion was offered:

MOTION: Whereas the next scheduled Regular Meeting of the Directors falls on Memorial Day (28MAY07), the meeting will be moved up to 21MAY07. The meeting will commence at 7:00p and will be held at the Thornhill Pavilion”

Moved by: Michael Stitt

The Chair asked for discussion and seeing none asked for objections to the motion. None were heard and the Chair announced that the motion was carried via unanimous consent.

Adjournment

There being no more business before the Board, the Chair asked if there were any objections to adjourning the Regular Meeting to Executive Session to discuss ACC violations, delinquencies and homeowner correspondence.

The Chair asked for objections to the motion. None were heard and the Chair announced that the meeting was adjourned at 9:15 p.m. and that an Executive Session was convened.



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Executive Session

An Executive Session was convened for the reasons announced in the open meeting. No motions were raised, voted or approved and no official actions taken in the Executive Session. There being no other issues to consider, the Chair asked if there were any objections to adjourning the Executive Session. Hearing none, the Executive session was adjourned at 9:26 p.m.

Respectfully submitted,

/s/
Linda Stipo
Secretary
Thornhill Community Association, Inc.
Date approved: May 21st, 2007



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ATTACHMENT A
President's Report to the Directors
30 April, 2007

The Association President makes the following report on activities and issues since the last Regular Meeting:

Legal

- No activity

Budget / Finance

- The budget tracking worksheet for YTD FEB07 was updated and will be distributed to the Board along with the agenda package
- President and Treasurer to meet week of 23 APR07 to review responsibilities/tasks of the Office of Treasurer

Security

- Ongoing conversations are occurring with Colin Cumberworth, CMPD, regarding the schedule.

Communications

- The spring Thornhill Reporter was completed and delivered to homeowners

Pond

- The erosion abatement and dredging project has come in \$5,565 under budget which creates an opportunity to expand the project under the approved reserve budget. Proposed follow-up projects include repair of turf along access trail (near Elmstone) damaged during pond dredging project, treating vine growth in Junipers along dam area and remove weeds on western slopes of pavilion to make way for new erosion abating plantings and remove all trees around perimeter of pond waterline (west side) for the purposes of replacing with grasses or other sediment catching species.
- President contacted Daryl Hammock, Water Quality and Environmental Program Manager of Charlotte Storm Water Services to discuss the City's pond program and whether Thornhill might benefit from the City taking responsibility for the pond's maintenance. While previous Boards has made explorations in this area, no documentation on the various advantages and disadvantages has survived. The president's purpose is to gather the facts, document them, present them to the Board for discussion and ensure that the records are filed in the Association archive for the use of future Boards. Discussions are ongoing.

Big Rock Park / 9 Acre Parcel

- President met with Greg Jackson, Division Director of Char-Meck Parks and Recreation, John McClelland, South Park District, Char-Meck Parks and Recreation and Tim Morgan, South Park Advisory Committee member on 16 APR07 to discuss County plans to develop Big Rock Park. A visit report is attached.



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Development Status of Big Rock Park

Visit Report on Meeting with Mecklenburg County Park & Recreation Department

Meeting Date: 16 APR 07

Meeting Location: Carolina Kitchen Restaurant

Meeting Attendees: Michael Stitt
President
Thornhill Community Association, Inc
704-341-7329
stitt@carolina.rr.com

Greg Jackson
Division Director II
Park Operations & Athletic Services
Park & Recreation Department, Mecklenburg County
980-722-2367
gregory.jackson@mecklenburgcountync.gov

John McClelland
South Park District
Park & Recreation Department, Mecklenburg County
704-643-5725
John.mcclelland@mecklenburgcountync.gov

Tim Morgan
South Park Advisory Committee
704-940-3171
morgan@rebic.com

Meeting Background / Purpose

The President was contacted by Tim Morgan, a past president of the TCA and a current member of the South Park Advisory Committee, to alert the Association that he had become aware of discussions pertaining to including Big Rock Park in development budget plans for the next County bond issue. Given his knowledge of the history of the park and Thornhill's experiences as its neighbor, Tim arranged this meeting with Park & Recreation staff to open a dialogue.

The purpose of the meeting was to discuss the TCA's experience with Big Rock Park, our position on its future development, current staff plans for development and the process used in the planning and approval process.

Topics Discussed

The following points were covered:



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- Background Information on Thornhill

The President provided an overview of the community which included the number of homes (486), form of Board governance (annual elections with one year terms), description of common areas and amenities (playground, tennis courts, basketball court, open-air pavilion, swimming pool and pond), existence of Community Watch Program, our close relationship with CMPD and our annual budget size and the current improvement projects underway.

- Background on TCA's Relationship to Big Rock Park

The President provided a synopsis of the TCA's relationship to BRP and the challenges the Association has faced with having this un-maintained county park residing completely within its boundaries and located directly opposite of its main amenities (Pavilion, playground, courts, pool and community parking lot).

The President pointed out that the Association was currently expending homeowner funds to provide a patrol of the community by off-duty CMPD officers. While BRP is not the only area of the patrol, most unwanted activities center on BRP and our amenity area. The President recited a list of the types of incidents that have occurred in the park for the last several years.

- Description of Big Rock Park

The President noted his opinion that BRP is largely commercially un-developable land and its topography does not lend itself well to athletic activities (other than walking) and that the so-called Indian rocks pose a significant risk of liability related to falls. Mr. McClelland noted that he had been to the park and observed teenagers sitting on the rocks. He shared that he polled the teenagers present and learned that some of them did not reside in Thornhill.

- 9 Acre Parcel

The President gave a chronology regarding the events surrounding the County's taking of the 9 acre parcel adjacent to the park. He emphasized the Association's view that County did not engage with the community in good faith throughout the process that led to the taking. Mr. Jackson was aware that the parcel had been acquired, but was not involved with the tax foreclosure sale and became aware after the fact as the property would need to be maintained by Park & Recreation.

- County's Development Plans

The Park and Recreation staff noted that there are not currently any formal plans or designs for BRP but that staff had estimated a figure of \$600,000 to develop a master plan and implement a phase I development. This figure is a small piece of a much larger request (circa \$365 Million) that will most likely be reduced and prioritized as the process matures. Thus, it may or may not be part on the next bond package. It is too early to determine if it will make the cut, let alone determine what type of development would be recommended.

We discussed the type of development that might be appropriate for this park land. Messrs. McClelland and Jackson emphasized their (and Parks & Recreation's) strong support of a citizen driven approach to planning and that they wanted Thornhill's input. Some of the ideas surfaced concerned methods to preserve, maintain, protect and enhance the wildlife, plants and historical significance (Indian rocks).

In this context, two specific project types were offered as examples of potential projects. These were:



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- A **Neighborhood Park** which is defined as a small park that does not provide parking or bathroom facilities. In the case of BRP the funds would most likely be used to stabilize erosion in the flood-plain and treating the Indian Rocks with a graffiti resistant coating to reduce the cost of period clean-up
- A **Nature Preserve** which is defined as: Nature preserves provide habitat for both common and rare plants and animals, preserve the beauty of Mecklenburg's natural areas and provide sites for educational activities and the observation of wildlife & natural communities. Many preserves also offer passive outdoor recreation opportunities compatible with the protection of the natural area.

Note: Park & Recreation did not indicate a preference for the type of development but that they were interested in including this park in high-level planning so that funds could be secured in the event a project was identified.

- Thornhill's Position on Development

The President stated that the Board of Directors of the Association, at this time, is strongly opposed to any future development of the BRP park land or any development of the adjacent 9 acre parcel. He noted that the future of BRP was already an active issue in the community and that a majority of homeowners are opposed to anything that might:

- Increase vehicle traffic in the community
- Increase on-street parking
- Exacerbate an already acute problem with vehicle speeding in the neighborhood
- Cause use of Association parking facilities (the TCA parking lot is directly opposite of the park's current entrance)
- Increase active use of the park in a way that would bring non-residents in close proximity to the private properties that borders the park

- Development Process

The \$600,000 proposed development budget mentioned above is part of a current "Capital Needs Assessment" that has been developed by Park and Recreation staff. This CNA has been submitted to the South Park Advisory Council for input and comment. These types of needs are likely to be funded (once projects and budgets are approved by the County Commission) via a bond issue.

A bond date has not been determined and neither have the projects that will be included in the bond package. The BRP "project" is not yet approved for inclusion in a bond package but is on a "wish list" that most certainly will be reduced to a much smaller amount of money.

The South Park Advisory Council (SPAC) is a volunteer council that serves as a liaison between the Park and Recreation Department and Citizens of the County. The council consults with and advises in matters affecting recreation promotion, marketing, membership, programming, planning and provides its input on long-range planning for resources for capital projects for rehabilitation, design and/or development for indoor/outdoor recreation. After receipt of comments the CNA will be submitted to the Park and Recreation Commission. Park Commissioner for the South Park District, Larry Huelsman, serves on the SPAC and provides the council's direct linkage with the Park and Recreation Commission.



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Once the Park Commission reviews the project package it is sent to the County Commission for approval and funding.

Summary and Next Steps

The discussion was cordial and provided a good platform to state the Association's view on the long standing issue of Big Rock Park and its impacts on our 486 property owners. The president noted that our recent experiences with Charlotte-Mecklenburg Schools boundary decisions and our experience during the 9 acre parcel process have left the Board and the neighborhood somewhat skeptical of County activity in the community but that we were eager to partner with Park and Recreation staff and commissioners to arrive at a development consensus for BRP. Messrs. McClelland and Jackson stressed Park & Recreation's commitment to the citizen driven approach.

As a next step, the President invited Mr. McClelland to the May Regular Meeting of the TCA Directors to answer questions and provide more insight on process. This meeting will likely be moved from Memorial Day to 21MAY07 at our 30APR07 Regular Meeting.

Michael L. Stitt
President
Thornhill Community Association, Inc.
10 APR 07

NB: A draft of this visit report was shared with Messrs. McClelland, Jackson, Morgan and Huelsman for their comments. This version contains their comments and requested changes.

Mr. McClelland has noted that he is unavailable for the MAY meeting and asked to have a slot on the JUN07 agenda. The Chair will add him to the agenda as the first order of business after approval of minutes of the 21JUN07 Regular Meeting.



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ATTACHMENT C



Hill Electric Company, Inc.
1126 EAST 10TH ST. PHONE 377.5988
CHARLOTTE, NORTH CAROLINA 28204



April 30, 2007

FAX: 704.365.0909

Craig Brown
3325 Springbank Ln., Suite 150
Charlotte, NC 28226

Re: Thornhill HOA, swimming pool.

Dear Craig:

As always, thank you for the opportunity to be of service to you!
We propose to remove two (2) existing flood light fixtures mounted on shelter area and replace with two (2) 400 watt, metal halide high intensity light fixtures, with the stipulation that this existing circuit is adequate for the new fixtures, and where it can be used as a switch leg to turn on / off these fixtures, either manually or by photocell (time clock installation would be extra). We also will remove and cap off conduits to three posts with quartz fixtures on them, mounted around pool area, and dispose. The one pole light inside the pool area will either have to be cut off at concrete or left with a 3' post, to eliminate trip hazard, in order to cap off wiring.

All the above for the sum of \$ 1,465.00.

For your protection, we are fully insured by carrying Workman's Compensation, Public Liability and Property Damage insurance.

Any questions on this please call me at 704.377.5988, or e-mail to michael.benton@hillelectric50.com.

Sincerely,

HILL ELECTRIC COMPANY, INC.

H. Michael Benton

TERMS: NET CASH DUE UPON DATE OF INVOICE THIS ESTIMATE IS FOR COMPLETING THE WORK DESCRIBED ABOVE.
IT IS BASED ON OUR VISUAL EVALUATION AND DOES NOT INCLUDE ADDITIONAL LABOR AND MATERIALS WHICH MAY BE REQUIRED
SHOULD UNFORESEEN PROBLEMS OR ADVERSE WEATHER CONDITIONS ARISE AFTER THE WORK HAS STARTED.
ACCOUNTS 30 DAYS OR OVER ACCRUE 1.5% SERVICE CHARGE MONTHLY (18% APR)
ESTIMATE VOID AFTER SIXTY (60) DAYS

Proposal accepted: _____

Date: _____