



THE OPEN AND EXECUTIVE SESSION OF THE PRESTONWOOD FOREST MAINTENANCE ASSOCIATION, INC. BOARD OF DIRECTORS MEETING AUGUST 19, 2021 was called to order at 7:00 p.m. for the purpose of reviewing operating business and Executive matters.

ESTABLISHMENT OF QUORUM – Quorum was established with the following Directors present via teleconference; Pete Kurz, Ernesto Avellaneda, Vicki Jackson and Jesse Burgos. Joining from the clubhouse; Larry Hogan, Pete Lugo, Guadalupe Ramirez, Chris Collins and Jim Scott. High Sierra Management representative present was Sherri Carey. Homeowners were also invited to join the meeting via live streaming.

CONSTABLE REPORT

Constable patrol representatives were present to provide a report for July 2021. Questions were asked about the new format of the monthly reports and for clarifications as to in contract patrol time vs. out of contract patrol time. After further discussion, it was decided that the officers would meet with the Board to go over the information in more detail so that all understand the patrol process and contract parameters. Also discussed was the ongoing issue with trailers, boats and commercial vehicles being parked on the community streets for long periods of time and how the Constable can assist in resolving the issues timelier.

MINUTES

The Board of Directors meeting minutes from July 22, 2021 were presented for review. The following sentence was amended to correct the name Erin Stapleton; *“Jesse Burgos was present to volunteer for appointment to the open Board position vacated by Erin Stapleton.”* A motion was made by Secretary Collins and seconded by Director Jackson to approve the minutes as amended. The motion was unanimously approved by the Board members present.

FINANCIAL REPORT

The financial report for the month ending July 31, 2021 was presented to the Board for review. Management also presented the draft 2020 audit for review. Management also presented an updated collection report to the Board for review and approval to proceed with legal demand on accounts that remain delinquent for 2021 dues. A motion was made by Director Jackson and seconded by Vice President Kurz to proceed with legal collection demand on the following accounts:

109301770
109305251
109303341
109301471
109302021
109302440

The motion was unanimously approved by all Board members present.

Management presented the proposed engagement letter from Terese Cox CPA for preparation of the 2021 tax return and audit. The Board requested to table the decision until the next meeting to further discuss changing the audit schedule to every other year to save costs associated.

CONTRACTS, MAINTENANCE AND BIDS

Repairs and Maintenance – Management presented the updated work order report and additional items discussed were as follows:

- Pool II plaster bids – Additional Forthcoming
- Entry monument pressure washing and paint touch ups - PENDING
- Schedule meeting with landscaper to review additional maintenance needed and status of improvements already approved - PENDING
- Investigate possible changes to culdesac islands – Secretary Collins and Management will investigate further and report back to Board. President Lugo also advised that the Birchglen and Thetford culdesac residents have proposed replacement of the trees in the culdesac medians. The Board discussed further and agreed

the Birchglen culdesac would be approved to install a Southern Magnolia tree and the Thetford culdesac would be approved to install a Silver Leaf Maple tree.

--Schedule repairs to the walkway between the clubhouse and TC 1 – PENDING

--Solicit bids for options for replacement or removal of the deteriorated wooden observation deck at TC1

--Follow up with owner of the commercial property adjacent to the east side of Thetford as to when the overgrown brush will be cleared as promised.

--Director Jackson will make contact with CyFair ISD facility maintenance to address the tree trimming needed along the property line at Hancock Elementary creating a hazard for pedestrians on the adjacent sidewalk. Mrs. Jackson will advise management whether or not to further pursue the Association's tree contractor to assist with the needed trimming.

Management presented bids for tree trimming at all entrances and was instructed to solicit an additional bid from Trees Plus for price comparison and report back to the Board for further review.

Management presented bids for irrigation repairs at the Ravenhurst/Schroder and Hwy 249 entrances. A motion was made by Director Ramirez and seconded by Director Jackson to approve the irrigation repair bids from Monarch Landscape totaling \$1,698.09. The motion was unanimously approved by the Board members present.

PENDING BUSINESS

Management presented more details regarding the Texas Legislative changes and how homeowners association are to comply with such and the Board discussed potential changes to the draft policy language presented. The Association's legal counsel will be preparing the draft policies for Board review at a later date.

Homeowner Richard Hixon presented a letter outlining his understanding and proposed pursuit of gathering the required number of resident signatures on a petition to restrict overnight parking of commercial vehicles in the community pursuant to the guidelines received by Harris County. Mr. Hixon also advised that will not be able to also pursue the requirements needed to petition the County and State for lowering of the speed limit in the community at this time. The Board agreed with Mr. Hixon's strategy and will assist as needed.

Homeowner Noe Pena, representing the Flyers Swim Team, advised that a new board has been appointed and will forward management the updated contacts for redistribution of facility keys and access requirements.

Homeowner Claudette McCamley, who previously volunteered to prepare guidelines for composting, submitted said information for Board review. The Board agreed to minimal additions to the article and management will post on the website and submit for the next eNews.

DEED RESTRICTIONS

The deed restriction and attorney action update reports were provided to the Board for review.

COMMUNITY EVENTS

The Board discussed the upcoming community events and tentative plans for each. The following dates were also approved for each event:

End of Summer Movie Night Sponsored by High Sierra Management – September 18

Fall Festival – October 2

Nite of Lites – December 11 – January 2

There being no further business to come before the Board, a motion was made to adjourn at 9:25 p.m. The motion was unanimously approved by the Board members present.