



**THE OPEN AND EXECUTIVE SESSION OF THE PRESTONWOOD FOREST MAINTENANCE ASSOCIATION, INC. BOARD OF DIRECTORS MEETING JANUARY 20, 2022** 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; Jesse Burgos, Pete Lugo, Guadalupe Ramirez, Chris Collins, Larry Hogan, Vicki Jackson, Ernesto Avellaneda and Jim Scott. High Sierra Management representative present was Sherri Carey. Homeowners were also invited to join the meeting.

### **CONSTABLE REPORT**

Constable patrol representatives were present to provide a report for December 2021.

### **MINUTES**

The Board of Directors meeting minutes from November 18, 2021 were presented for review. A motion was made and seconded from the floor to approve the minutes as written. The motion was unanimously approved by the Board members present.

### **FINANCIAL REPORT**

The financial report for the month ending December 31, 2021 was presented to the Board for review. Also discussed were the current legal collections and delinquency statuses.

A proposal for engagement to perform the 2021 audit and tax return was presented from Teresa Cox, CPA to the Board for review. It was noted that the engagement also offers an option for a lock on the pricing for the 2022 audit and tax return if the Board will consider approving a two year commitment. A motion was made from the floor to approve the two year engagement for the 2021 and 2022 audit and tax return preparation by Teresa Cox, CPA totaling \$4,845.00 per year. Seconded and carried.

### **ADMINISTRATIVE**

- Community Events – Tabled for next meeting.
- County Speed Limit Petition - Harris County Commercial vehicle and speed limit petition discussion tabled until such time as a progress update is received.
- Youth Tennis League – Director Ramirez advised that organization and participation has exceeded levels and first fundraiser was recently held raising \$740.00 for the group budget. President Lugo will forward funds to management to account for accordingly. The group is also in the process of setting up a formal non-profit organization and further updates will be provided at the next meeting.
- Block Captain Meeting – Reschedule date forthcoming.
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### **CONTRACTS, MAINTENANCE AND BIDS**

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

- Pool II Re-Plaster – Management advised the project has started and present a price change order for additional chip out of several older layers of deteriorated plaster. A motion was made from the floor to approve the change order from Houston Pool Renovations totaling \$12,000.00. Seconded and carried.

- Mosquito Fogging – A motion was made to approve the renewal of the annual mosquito fogging agreement with Northwest Pest Patrol for a total of \$90.00 plus tax per visit beginning March 1, 2022 through October 31, 2022. Seconded and carried.
- Culdesac Landscaping – Secretary Collins and Management advised of the proposed updates and repairs to landscaping on the community culdesacs. After further discussion, it was determined that a special meeting involving interested culdesac residents be scheduled to present the proposed plans and offer an opportunity for feedback before final plans are approved.
- Schedule repairs to the walkway between the clubhouse and TC 1 – *PENDING*
- No resolution has been made by the commercial property adjacent to the east side of Thetford to remove and clear overgrown brush creating a nuisance to PF residents and management will be pursuing through Health Department.
- Proposed curb number painting tabled to next meeting.
- Constable Patrol – Management presented the proposed renewal agreement to the Board for approval. It was noted that due to Harris County realignment of the patrol contract terms, the proposed agreement will extend from March 1, 2022 to September 30, 2022 in order for the future contracts to follow the County's fiscal year. Members of the Board also proposed the option of installing license plate surveillance cameras at each entrance pursuant to new technology available to communities. After further discussion, the Board agreed that the Constable patrol contract should be renewed and further investigation of the surveillance systems be investigated in addition to providing such information to the membership to offer feedback at the next meeting. Management was also instructed to obtain a formal proposal for said cameras for Board review. A motion was made from the floor to approve the Constable Patrol contract for a term of March 1, 2022 through September 30, 2022 totaling \$43,381.00. Seconded and carried.

### **PENDING BUSINESS**

Apartment Construction - The Association received notice for the construction of a proposed low income house development on Schroeder Rd. at Middlebury Ln. The Board of Directors are actively pursuing additional information and possible meetings with local and State officials and discussed notification to all affected property owners to make them aware of this matter and urge them to express their opinion regarding such to local and State representatives. The Board also advised of a recent meeting with Harris County Pct. 4 representatives to discuss options available for assistance, how this type of multifamily housing is approved and how it can be suspended, best routes for pursuit, etc. The Board will continue to investigate and also forward additional information to members as to how they can contact local and State representatives to voice their opinions.

### **DEED RESTRICTIONS**

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

There being no further business to come before the Board, a motion was made to adjourn at 10:10 p.m. The motion was unanimously approved by the Board members present.