



**THE OPEN AND EXECUTIVE SESSION OF THE PRESTONWOOD FOREST MAINTENANCE ASSOCIATION, INC. BOARD OF DIRECTORS MEETING MARCH 18, 2022** was called to order at 7:10 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, Pete Kurz, Chris Collins, Larry Hogan and Ernesto Avellaneda. Absent members were Vicki Jackson and Jim Scott. High Sierra Management representative present was Sherri Carey. Homeowners were also invited to join the meeting in person and through online telecommunications.

### **CONSTABLE REPORT**

Constable patrol representatives were present to provide a report for February 2022 and answered questions from the floor.

### **MINUTES**

The Board of Directors meeting minutes of the February 17, 2022 meeting 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 February 28, 2022 was presented to the Board for review. Also discussed were the current legal collections and delinquency statuses.

### **ADMINISTRATIVE**

- Insurance Coverage Renewals – Management presented the proposed insurance policy renewals and property value appraisals to the Board for review. A motion was made from the floor to approve the renewal policy premiums proposed from Higginbotham Insurance Agency totaling \$21,881.00. The motion was unanimously approved by the Board members present. Management will provide the flood renewal policies once they are received.
- Community Events – The Board discussed plans for the upcoming Easter Egg Hunt and Block Captains meeting.
- Youth Tennis League – Director Ramirez provided an update regarding the organizational progress and establishing their non-profit group status. Also discussed was their practice schedule and plans to install the previously approved practice board at court 1.
- 2022 Annual Meeting – The membership was advised that the Board Nominating Committee is seeking any interested volunteers to be placed on the ballot for the annual meeting schedule for May 2022. Also advised were the three incumbent Board candidates, Pete Lugo, Jesse Burgos and Ernesto Avellaneda, currently on the election ballot. Management will be sending formal notice of the annual meeting to all members on May 1, 2022.

### **CONTRACTS, MAINTENANCE AND BIDS**

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

- Culdesac Landscaping – Secretary Collins and Management advised of the recent meeting held with culdesac residents and progress made toward planned renovations to the landscaping. Management will schedule the repairs with the landscaper and update any further progress.
- 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 and MUD Board representatives present advised they will also be discussing the proposed project.
- Tennis Court 1 – Removal of the deteriorated observation decking will begin as soon as weather allows.
- Issue work order for light bulb replacements in clubhouse
- Issue a work order to have the light fixtures at each entry monument cleaned.
- Obtain options for installation of additional shade covers for both pool facilities.
- Issue request to Harris County for additional striping at or before stop signs and if there is an option for signs with lighting for better visibility.
- 2022 Pool Schedules – Management presented the proposed pool schedules to the Board for review, including the option for pool II to be a swim at your own risk facility on a probationary basis. The pool II schedule also includes the swim team practice and meet schedule. The Board discussed the swim at your own risk option for pool II and agreed to begin with the pool facility being open to residents in good standing through use of the access card reader system and schedule the pool to be accessible from 6 am to 6 pm daily. Management will send specific safety restrictions and rules to all members relating to pool II access and the Board will monitor the activity and usage from week to week to determine whether or not to continue with the change. Management was also instructed to schedule a meeting with the lifeguard company for pool I prior to opening with the Board to discuss operational expectations.

### **PENDING BUSINESS**

Apartment Construction – Management provided an update received from Representative Sam Harliss's office advising that many opposition letters have been received and no decision has been made as of yet by the Housing Board. Management will send additional updates as they are received and also send a reminder to all residents that the opposition letter submission deadline is June 6, 2022. Residents present requested management send additional email blast reminders to increase participation.

### **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 9:25 p.m. The motion was unanimously approved by the Board members present.