



**THE OPEN SESSION OF THE PRESTONWOOD FOREST MAINTENANCE ASSOCIATION, INC. BOARD OF DIRECTORS MEETING JUNE 15, 2023** 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, Jim Scott, Guadalupe Ramirez, Ernesto Avellaneda, Larry Hogan, Pete Lugo, and Chris Collins. Absent members were Pete Kurz and Jared Zezima. 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 May 2023 and answered questions from the floor.

**MINUTES**

The Board of Directors meeting minutes of the 2023 Annual Meeting were presented for review. A motion was made and seconded from the floor to approve the minutes as presented. The motion was unanimously approved by the Board members present.

**BOARD OFFICER & DUTY ASSIGNMENTS**

The floor was opened for Board Officer nominations and Duty Assignments. A motion was made, seconded and unanimously approved to appoint the following Director assignments:

<u>Officers</u>	<u>Directors</u>
<b>President</b>	Pete Lugo
<b>Vice President</b>	Pete Kurz
<b>Secretary</b>	Chris Collins
<b>Treasurer</b>	Larry Hogan
<b>Director</b>	Jesse Burgos
<b>Director</b>	Jared Zezima
<b>Director</b>	Guadalupe Ramirez
<b>Director</b>	Ernesto Avellaneda
<b>Director</b>	Jim Scott

<u>Directorships/Liaisons</u>
<b>Clubhouse and Clubhouse Rental</b>
<b>Deed Restrictions/ACC</b>
<b>Landscape</b>
<b>Pool Facilities</b>
<b>Security</b>
<b>Tennis Courts and Court Rentals</b>
<b>Waste Collection</b>
<b>Community Events/Committees</b>
<b>Message Boards</b>
<b>Nominating Committee</b>
<b>Prestonwood Press/Website</b>

<u>LEAD</u>	<u>BACK-UP</u>
Ernesto Avellaneda	Jesse Burgos
Pete Kurz	Jim Scott
Chris Collins	Jesse Burgos
Ernesto Avellaneda	Guadalupe Ramirez
Guadalupe Ramirez	Pete Lugo
Jared Zezima	Jesse Burgos
HSM	N/A
Jared Zezima	Jesse Burgos
Pete Lugo	Larry Hogan
Jim Scott	Pete Kurz
Heather Hagner	HSM

## **FINANCIAL REPORT**

The financial report for the month ending May 31, 2023 was presented to the Board for review. Also discussed were the current legal collections and delinquency statuses. Management also advised that the 2022 tax return and audit are in progress and further information will be provided when received.

## **ADMINISTRATIVE**

- Community Events – The Board discussed plan for the following upcoming events:
  - The Board also discussed reinstating the annual Fall Scarecrow decorating contest. Further discussion and planning will be held at a later date.
  - July 4<sup>th</sup> parade and picnic plans were discussed and management will send out additional information to the membership.
- Commercial Vehicle Parking – Management advised that pursuit of the needed signatures to complete the petition to Harris County is ongoing and further information will be provided at the next meeting.
- Proposed Digital Message Boards – Mr. Lugo presented information regarding the proposed installation of digital message boards to replace the existing letter boards at the clubhouse and Charlynn Oaks entrance. The information was requested by the PFUD for further consideration as the Association does not have the available funds to allocate to said project. Further information will be provided as received.

## **CONTRACTS, MAINTENANCE AND BIDS**

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

- Tennis Courts – Management advised of several requests to create a pickle ball area at the back tennis courts. **(PENDING)**
- Install signage at pools providing the hours and days of operation. **(PENDING)**
- Irrigation repair bids were presented to the Board for review. A motion was made, seconded and carried to approve the irrigation repair bid from Monarch Landscaping totaling \$1,100.95.
- Bids for trimming of deteriorated tree limbs hanging over the pool 2 decking were presented to the Board for review. A motion was made, seconded and carried to approve the trimming bid from Trees Plus totaling \$866.00.
- Management provided information received from the Harris County Constable's office advising the patrol contract would increase to \$81,480.00 beginning on the renewal date of October 1, 2023.

## **DEED RESTRICTIONS**

The deed restriction and attorney action update reports were provided to the Board for review. Management provided information regarding ongoing violations ready for further legal action.

There being no further business to come before the Board, a motion was made to adjourn at 8:10 p.m. The motion was unanimously approved by the Board members present.