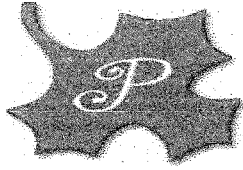


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**THE BOARD OF DIRECTORS OF THE PRESTONWOOD FOREST MAINTENANCE ASSOCIATION, INC. HELD ITS REGULAR MEETING ON THURSDAY, JANUARY 6, 2011, AT 7:00 P.M. AT 13800 PRESTONWOOD FOREST DR., HOUSTON, TEXAS.**

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**ESTABLISHMENT OF QUORUM** – Quorum was established with the following Directors present: President Alan Massey; Vice President Joe Ems, Secretary Dottie Reading; Director Gloria Goodwin; Director Mark White; Director Juan Gonzalez and Director Steve Jackson. Treasurer Richard Hixon and Sherri Carey, High Sierra Management representative were not present.

**CALL TO ORDER/ADOPTION OF AGENDA/APPROVAL OF MINUTES** – The meeting was called to order at 7:00p.m. and the agenda was adopted as written. The minutes of the December 2, 2010 meeting were presented to the Board for review. A motion to accept the minutes as written was made by Vice President Ems, seconded by Director Gonzalez and unanimously carried by the Board of Directors.

**CONSTABLE'S REPORT** – Harris County Precinct 4 Constable Owen Cahoon reviewed the Contract Activity Statistical Report and addressed questions from the membership.

**FINANCIAL REPORT** – No financial report was given as the end of year financials were not complete on this 2<sup>nd</sup> day of January. President Massey reported that fees were 98% collected at the end of 2010. He announced that everyone should have received their 2011 maintenance fee billing which was due on January 1, 2011 and late if not received on 1/31/2011.

**ANNOUNCEMENTS** –

Vice President Ems noted the increased traffic and associated noise this year with the 2010 Nite of Lites celebration. One traffic accident was reported. He reported the Nite of Lites Committee sensed a greater participation in the neighborhood this year with more homes being decorated.

**HOMEOWNER FORUM**

Bob Maguire expressed his concern about a replacement fence on a corner property bordering Prestonwood Forest Drive which violates the set-back line. President Massey and Vice-President Ems stated the rebuilt fence appeared to be placed on the prior existing fence line but that his concerns would be investigated and addressed, if necessary.

Jim Schier addressed security issues in the neighborhood specific to the number of incidences within 500 feet of his home. He himself was the victim of theft when the rims and tires were stolen from his truck parked in his driveway. Mr. Schier was encouraged to instruct his neighbors to report any and all criminal mischief, theft and burglaries to Precinct 4. With the increased traffic in our community, changing demographics, and the growth surrounding our subdivision, it is imperative that all residents remain alert, observe and report any and all suspicious activity.

Edna Gunn and Tommie Taylor both spoke to the increased noticeable tagging being seen on telephone poles along the 249 feeder, the back of the AT&T communication building off

Schroeder and the north wall of the 249 Freeway. Treasurer Reading will speak with Constable Cahoon about requesting available Precinct 4 efforts in addressing this high level issue and concern within the community. She will also research telephone numbers for AT&T and TxDot for Prestonwood residents to report graffiti sightings.

### **COMMITTEE REPORTS**

**TENNIS** – Director Goodwin revealed that work on the back tennis courts will commence in the next couple of weeks, dependent on weather conditions. She will connect with Board members to coordinate daily oversight of the work progression.

**CLUBHOUSE** –Director Gonzalez announced the proposed painting of the ceiling and fireplace in the clubhouse. Bids regarding updating of the kitchen area are being solicited. No specific plan of action has been set however removal of the wallpaper seems to be a priority.

**POOLS** – Director Jackson stated a new Pool maintenance/lifeguard contract will be negotiated for the 2011 summer season. High Sierra is currently obtaining proposals.

**LANDSCAPE** – Vice President Ems announced that he is meeting with landscaper designers to address the drainage problems specific to the beds bordering the clubhouse as well as obtaining bids for updating and refreshing the existing beds. The reason for the major loss of the clubhouse lawn is yet to be determined and may require new sod placement in the Spring.

**TRASH REMOVAL/PEST CONTROL** –Director White announced trash removal proposals are still being investigated however our current provider, Republic Waste Management Services, appears to be the most stable financially. While other proposals include variable fuel charges, Republic has offered a fixed cost proposal. Stating that this would be the best solution for Prestonwood Forest, he reiterated that all terms and conditions are still being evaluated and will be discussed further in the Executive Meeting. Republic will provide each resident with a 96 gallon trash cart specific to their ‘side load’ waste collection truck. Republic retains the ownership of these carts and the cart will be repaired or replaced if damaged during the curbside pickup process. Republic has been the most generous, offering 10 trash cans for our common areas. Look for updates on the future ‘side load’ transition process on the website and in the Press.

**DEED RESTRICTIONS** – Director Ems announced that the drive-throughs continue on a monthly basis. He noted that a number of houses still have their Christmas lights up but courtesy reminder letters will not be sent as a gentle reminder until after February drive-throughs. There are specific houses that are being monitored for their deed restriction violations but overall, courtesy letters continue to prompt residents to correct their specific issues.

**SECURITY** –Secretary Reading reported on the traffic control and monitoring of Lanier guests by Precinct 4 Constables specifically assigned to honor the Lanier’s request that their guests not park in Prestonwood Forest.

The Bike Patrol relayed no major incidents during the Nite of Lites celebration. This year their time again was devoted to traffic control along with constantly reminding visitors to obey seatbelt laws and to leave their headlights on while touring and visiting our community.

**OLD BUSINESS** – No old business at this time.

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**NEW BUSINESS** – Issues addressed by the membership will be discussed in Executive Session and further information presented at the next meeting.

There being no further business to come before the Board, a motion was made to adjourn at 8:15p.m. The next meeting was set for February 3, 2011, beginning at 7:00pm.

APPROVED Anthony J. Reading DATE 2/16/11



RECEIVED MAR 23 2011

**THE BOARD OF DIRECTORS OF THE PRESTONWOOD FOREST MAINTENANCE ASSOCIATION, INC. HELD ITS REGULAR MEETING ON THURSDAY, FEBRUARY 3, 2011, AT 7:00 P.M. AT 13800 PRESTONWOOD FOREST DR., HOUSTON, TEXAS.**

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**ESTABLISHMENT OF QUORUM** – Quorum was established with the following Directors present: President Alan Massey; Vice President Joe Ems; Secretary Dottie Reading; Treasurer Richard Hixon; Director Mark White. Directors Gloria Goodwin, Juan Gonzalez, Steve Jackson and Sherri Carey, High Sierra Management representative were not present.

**CALL TO ORDER/ADOPTION OF AGENDA/APPROVAL OF MINUTES** – The meeting was called to order at 7:10p.m. and the agenda was adopted as written. The minutes of the January 6, 2010 meeting were presented to the Board but have not been reviewed and will be voted on at the Executive meeting scheduled for February 16, 2011.

**CONSTABLE'S REPORT** – Harris County Precinct 4 Constable Owen Cahoon reviewed the Contract Activity Statistical Report. He presented a comparison of the Prestonwood Forest activity statistical report with Champion Forest, Charterwood MUD, Cy-Champ Public Utility District, Harris Co Municipal Utility Dist #191, and Lakewood Forest. Prestonwood Forest contract activity remains low in comparison to our surrounding neighborhoods.

**FINANCIAL REPORT** – Maintenance fees were 98% collected at the end of 2010. 2011 fees not received are now considered late and an updated report of accounts outstanding will be available at the March 3rd HOA meeting.

**ANNOUNCEMENTS** – President Massey welcomed the 4 brave residents who attended the meeting in the midst of our freezing weather. The clubhouse and facilities have no water tonight having been shut off to prevent pipes from breaking.

**HOMEOWNER FORUM** – No questions, no comments from the membership.

**COMMITTEE REPORTS**

**TENNIS** –President Massey announced that work on the back tennis courts will commence in the next couple of weeks, dependent on weather conditions.

**CLUBHOUSE** –President Massey announced completion of the sidewalk upgrades at the clubhouse. The clubhouse ceiling and fireplace are scheduled for painting. Bids regarding updating of the kitchen area are still being solicited.

**POOLS** –No report with the absence of Director Jackson. High Sierra management is currently seeking contract bids.

**LANDSCAPE** – Vice President Ems revealed that a doggie station will be placed on the property adjacent to the clubhouse for residents to cleanup after their pets.

**TRASH REMOVAL/PEST CONTROL** –Director White announced a trash removal contract has been signed with our current provider, Republic Waste Management Services. Republic was the only contractor offering a fixed cost proposal. The 96 gallon trash carts have been ordered however no delivery date has been set. The projection for delivery is in the next 3-4 weeks. Republic will provide 10 trash cans for our common areas. Additional updates on the future ‘side load’ transition process will be on the website and in the Press.

**DEED RESTRICTIONS** – Director Ems announced that a great number of houses still have their Christmas lights up. He also commented that a significant number of homes in the community are overrun with pine needles on their roof. Courtesy letters continue to prompt residents to correct their specific issues.

**SECURITY** – Secretary Reading stated that she made calls to AT&T and Houston TxDot regarding the tagging on the back of the AT&T building on Schroeder and the wall of the 249 freeway. No time frame was given as to the anticipated cleanup of these areas.

**COMMUNICATIONS** – Updates for the Prestonwood community carry on through the website, the Press and the community signs.

**OLD BUSINESS** – None at this time.

**NEW BUSINESS** – None at this time.

There being no further business to come before the Board, a motion was made to adjourn at 8:15p.m. The next meeting was set for March 3, 2011, beginning at 7:00pm.

**APPROVED**           *Alattie Reading*           **DATE**           3/7/11



**THE BOARD OF DIRECTORS OF THE PRESTONWOOD FOREST MAINTENANCE ASSOCIATION, INC. HELD ITS REGULAR MEETING ON THURSDAY, MARCH 3, 7:00 P.M. AT 13800 PRESTONWOOD FOREST DR., HOUSTON, TEXAS.**

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**ESTABLISHMENT OF QUORUM** – Quorum was established with the following Directors present: President Alan Massey; Secretary Dottie Reading; Treasurer Richard Hixon, Director Gloria Goodwin; Director Mark White; and Director Steve Jackson. Vice President Joe Ems and Sherri Carey, High Sierra Management representative were not present.

**CALL TO ORDER/ADOPTION OF AGENDA/APPROVAL OF MINUTES** – The meeting was called to order at 7:10p.m. and the agenda was adopted as written. The minutes of the February 3, 2011 HOA open meeting will be voted on in Executive session.

**CONSTABLE'S REPORT** – Harris County Precinct 4 Constable Owen Cahoon reviewed the Contract Activity Statistical Report and addressed questions from the membership. Again, concerns regarding the tagging of the AT&T communication building located off Schroeder at the front of the subdivision and along the north wall of the 249 freeway was discussed by several members of the Association in attendance. Constable Cahoon & Sergeant Drummond addressed this high level concern of the community and spoke of a 'Precinct 4 task force' that will be contacted regarding the tagging/graffiti issues. This task force contacts the business and state or county structure with tagging involvement and once contacted, they are asked to clean up their properties within 30 days.

**FINANCIAL REPORT** –Financials are not complete on this 3<sup>rd</sup> day of March and will be discussed in Executive session. President Massey reported that 149 homeowners paid their 2011 fees late. As of this date, March 3, 2011 there are 99 homeowners who are delinquent on their 2011 assessments and have not paid.

**ANNOUNCEMENTS** –

President Massey informed the membership of Director Juan Gonzalez's resignation due to medical reasons.

President Massey announced that the clubhouse ceiling, rafters and fireplace have been painted and work will soon begin on the clubhouse kitchen tear down and remodel due to significant termite damage affecting the door jam and stud supports. The amount of repair required will be unknown until the kitchen has been gutted. This work is not yet scheduled but will be set during a time so not as to affect already scheduled resident rentals.

**HOMEOWNER FORUM**

Edna Gunn addressed the tagging/graffiti issues and announced that she was willing to contact the AT&T and TxDot regarding cleanup and removal.

Marvin Lash expressed concerns about the homes on the corner of Devonwood & Prestonwood Forest Drive consistently not maintaining their yards. The 8202 residence is vacant and a 'force mow' order has been given to High Sierra Management regarding this property.

Tom Twichell, long-time resident, announced that this was his first HOA meeting he has attended since living in the subdivision for 25 years. He declared that he will be a candidate for the 2011 HOA Board elections.

**COMMITTEE REPORTS**

**TENNIS** – Director Goodwin revealed that work on the back tennis courts has commenced and announced that the courts are now ‘curing’. Continued work is still dependent on weather and Board members coordinate to daily oversee the work progression.

**CLUBHOUSE** –President Massey stated that the new sidewalk providing handicap ramp accessibility approach from Glencliffe Lane to the clubhouse has been completed.

**POOLS** – Director Jackson stated a new Pool maintenance/lifeguard contract is still being negotiated for the 2011 summer season. High Sierra management is in the process of scheduling full Board interviews with pool management companies within the next 2-3 weeks.

**LANDSCAPE** –In the absence of Vice-President Ems, Secretary Reading announced that she and Joe have met with landscaper designers. Monarch Landscaping has been awarded the landscape contract for the Prestonwood Forest community properties and will commence their service on April 1, 2011. The drainage issues, the loss of clubhouse grass as well as updating and refreshing of the existing beds will proceed in a timely manner. The benches for the tennis deck still have not been received hence no date for placement can be given. High Sierra Management has been asked to update and address this issue at the Executive meeting.

**TRASH REMOVAL/PEST CONTROL** –Director White announced that Republic Waste Management Services has not set a date for delivery of the 96 gallon trash carts to Prestonwood residents in good standing or the date for the ‘side load’ transition. The anticipated dates are the first week of April but he is waiting for confirmation from Republic Waste. Again, Republic retains the ownership of these carts and the cart will be repaired or replaced if damaged during the curbside pickup process. Look for updates on the future ‘side load’ transition process on the website and in the Press. Letters will be mailed to each resident with dates of delivery and transition and clear instruction for cart placement on the street.

**DEED RESTRICTIONS** – In the absence of Director Ems, President Massey announced that drive-through’s will address pine needles on roofs as well as yard maintenance with the start of Spring.

**SECURITY** –Secretary Reading deferred to prior discussion and added no additional comments.

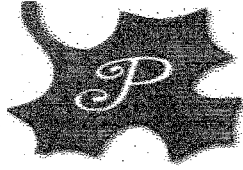
**COMMUNICATIONS** –Treasurer Hixon announced that timely community updates continue on the website.

**OLD BUSINESS** –The Nominating Committee is actively seeking HOA Board candidates for the May 5, 2011 election.

**NEW BUSINESS** – A fund raiser for Colton Makow, new-born Prestonwood resident, currently at Texas Children’s Hospital is scheduled at the Clubhouse on April 9, 2011, 11am-2pm.

There being no further business to come before the Board, a motion was made to adjourn at 8:15p.m. The next meeting was set for April 7, 2011, beginning at 7:00pm.

APPROVED *Secretary J. Reading* DATE *4/20/11*



**THE BOARD OF DIRECTORS OF THE PRESTONWOOD FOREST MAINTENANCE ASSOCIATION, INC. HELD ITS REGULAR MEETING ON THURSDAY, APRIL 7, 2011, AT 7:02 P.M. AT 13800 PRESTONWOOD FOREST DR., HOUSTON, TEXAS.**

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**ESTABLISHMENT OF QUORUM** – Quorum was established with the following Directors present: President Alan Massey; Vice President Joe Ems; Secretary Dottie Reading; Treasurer Richard Hixon, and Director Gloria Goodwin; Directors Steve Jackson, Director Mark White and Sherri Carey, High Sierra Management representative were not present.

**CALL TO ORDER/ADOPTION OF AGENDA/APPROVAL OF MINUTES** – The meeting was called to order at 7:02p.m. and the agenda was adopted as written.

**CONSTABLE'S REPORT** – Harris County Precinct 4 Constable Owen Cahoon reviewed the Contract Activity Statistical Report and addressed questions from the membership. Reminders were given again to residents regarding the importance of securing personal property, locking car doors and marking all personal property.

**FINANCIAL REPORT** –The financial report will be presented at the Executive meeting. President Massey reported that collections are on track with maintenance fees 93% collected. He stated that as of this date, 75 Prestonwood Forest residents have not paid their dues and their accounts would now be accruing late fees and legal fees. The Board is taking a stern stance with delinquent accounts.

**ANNOUNCEMENTS**

President Massey updated the membership about the kitchen remodel and spoke about the work in progress. There was considerable structural damage due to the termite damage and an air conditioner drain leak was discovered. Both issues have been corrected.

Secretary Reading introduced Levy Bouligny, Chris Brunzman and Tom Twichell, candidates for the HOA Board election scheduled on May 5, 2011, present at the meeting tonight.

Treasurer Hixon announced that a new flag now flies on the clubhouse flag pole replacing a torn flag. The old flag, no longer a fitting emblem for display, will be destroyed in a dignified way according to the U.S. flag code.

**HOMEOWNER FORUM**

Edna Gunn expressed concern about the tree down and associated debris on the 8122 Devonwood property as well as the two unkept corner properties located at Devonwood & Prestonwood Forest Drive. Vice President Ems addressed the force mows scheduled on the vacant 8202 Devonwood property and asked Ms. Gunn to contact him directly at any time with her concerns so they can be addressed immediately.

Mr. Vann spoke about a neighboring property and the storage of construction material which is in non-compliance to our recorded covenants and deed restrictions. Vice President Ems asked Mr. Vann to take a picture and submit it to him. Sherri at High Sierra Management company will then complete the process by sending a deed restriction violation letter.

Judy Baxter had a complaint of mildew on the back of a house which is very unsightly and not visible to the High Sierra Management 'drive-through' team that monthly canvasses the

neighborhood. Vice President Ems asked her to take a picture of the specific house and submit it to him so a deed restriction letter could be sent by the management company.

### **COMMITTEE REPORTS**

**TENNIS** – Director Goodwin revealed that work on the back tennis courts has commenced and is presently in the ‘curing’ stage. The courts are scheduled to be completed by Friday, April 15, 2011. The tennis court flood lights are requiring wiring repair and bids are being solicited.

**CLUBHOUSE** –President Massey announced that the painting of the ceiling and fireplace in the clubhouse has been completed. The kitchen is in the final remodeling stages and will be finished in time to support the upcoming scheduled rentals for the clubhouse.

**POOLS** – President Massey acknowledged the absence of Director Jackson because his son is getting married this evening. A new Pool maintenance/lifeguard contract is being negotiated for the 2011 summer season and the Board is interviewing 3 pool maintenance companies this evening following the open HOA Board meeting.

**LANDSCAPE** – Vice President Ems announced that he and Treasurer Reading have met with landscaper designers to address the drainage problems and the clubhouse beds. Bids are being sought for tree trimming to allow more direct sunlight on the front clubhouse grounds in anticipation of the new sod planting and to be proactive for the upcoming hurricane season.

**TRASH REMOVAL/PEST CONTROL** – In the medical absence of Director White, President Massey stated that new trash cans will be delivered to residents the week of April 11<sup>th</sup> with transition to ‘side load’ pickup scheduled for Saturday, April 16, 2011.

**DEED RESTRICTIONS** – Director Ems spoke to spring cleanup of resident yards specific to weeds in beds, cleaning of gutters and removal of pine needles on roofs. He announced there are 4 vacant houses in the neighborhood. Force mows are conducted by our Landscape company under the guidance of the Deed Restriction Director and coordinated with Sherri Carey of High Sierra Management.

**SECURITY** –Secretary Reading reported no additions to the Security report following Constable Cahoon’s statistical report and question/answer session earlier in the meeting.

**COMMUNICATIONS** –Treasurer Hixon announced the neighborhood Easter Egg Hunt scheduled for Saturday, April 16, 2011.

**OLD BUSINESS** – No old business at this time.

**NEW BUSINESS** – Issues addressed by the membership will be discussed in Executive Session and further information presented at the next open HOA meeting.

There being no further business to come before the Board, a motion was made to adjourn at 8:15p.m. The next meeting was set for May 5, 2011, beginning at 7:00pm, which will be the Annual Election meeting.

APPROVED *Aberthy J. Reading* DATE *June 2, 2011*



**THE BOARD OF DIRECTORS OF PRESTONWOOD FOREST MAINTENANCE ASSOCIATION, INC. HELD ITS 2011 ANNUAL MEETING OF MEMBERS MAY 5, 2011 AT 7:00 P.M. AT 13800 PRESTONWOOD FOREST DR., HOUSTON, TEXAS.**

**CALL TO ORDER/ESTABLISHMENT OF QUORUM** – The 2011 Annual Meeting of Members was called to order at 7:10 p.m. and 164 lots were present in person or by proxy representing a quorum of the membership.

**INTRODUCTIONS**

The Board of Directors and management company representatives were introduced to the membership. Board members present were President Alan Massey, Vice President Joe Ems, Treasurer Richard Hixon, Director Steven Jackson, Director Mark White and Director Gloria Goodwin. High Sierra Management representatives present were Sherri Carey and Heather Raper.

**CONSTABLE REPORT**

Harris County Constable Deputies presented the current patrol report and provided information regarding security in the community over the past year. Questions were answered from the floor.

**ELECTION OF DIRECTORS**

Pursuant to the Declaration of Covenants, Conditions and Restrictions of the Association, a Nominating Committee was formed prior to the Annual Meeting to seek nominees for the election ballot for the four positions available for election. The Nominating Committee presented the following nominees to the membership prior to the meeting:

Levy Bougliny  
Shannon Stiner  
Tom Twichell  
Chris Brunsman

Mrs. Carey advised the membership that Vice President Ems had recently been made aware of an impending employment relocation that would result in his early resignation from his remaining one year term through 2012, thus creating a vacancy on the Board. The membership was further advised that President Massey, whose term expires at this meeting, has agreed to fulfill the remainder of Vice President Ems' vacated term to provide additional transitional support for the Board and its new members. Mrs. Carey explained that the governing documents of the Association require a majority vote of a quorum of the membership at a meeting to appoint or elect Board member replacements.

Vice President Ems made a formal statement of resignation from his remaining one year term on the Board of Directors. A motion was made by Treasurer Hixon and seconded by

Director Jackson to formally accept Vice President Ems' resignation. The motion was unanimously approved by the Board members present.

A motion was made from the floor to appoint Alan Massey to fill the remaining one year term vacated by Joe Ems. The motion was seconded from the floor and unanimously approved by the membership present.

The floor was opened for further nominations from the floor for the four positions being elected to the Board. There being no further nominations, a motion was made from the floor to accept the ballot by acclamation. The motion was seconded from the floor and unanimously approved by the membership present. Levy Bougliny, Shannon Stiner, Tom Twichell and Chris Brunsman are elected to the Board with term assignments to be discussed at the next Executive Board meeting.

### **FINANCIAL REPORT**

Treasurer Hixon presented the financial report for the month ending December 31, 2010. Treasurer Hixon also presented the status of the 2010 audit and 2011 financial position and collection information. General questions were answered from the floor.

### **BOARD OF DIRECTORS ADDRESS**

The Board of Directors presented information regarding contract renewals, completed and upcoming improvements, deed restriction inspections and committee involvement. General questions were answered from the floor. Additional requests and comments were as follows:

- advertise clubhouse rental information and renovation more frequently to the membership
- publish recycling and hazardous waste drop off locations more frequently to the membership
- publish a reminder regarding parking guidelines more frequently to the membership

There being no further business to come before the membership, the meeting was adjourned at 8:55 p.m.



**THE BOARD OF DIRECTORS OF PRESTONWOOD FOREST MAINTENANCE ASSOCIATION, INC. HELD ITS REGULAR MEETING ON THURSDAY, JUNE 2, 2011 AT 7:00 P.M. AT 13800 PRESTONWOOD FOREST DR., HOUSTON, TEXAS.**

**ESTABLISHMENT OF QUORUM** – Quorum was established with the following Directors present: President Alan Massey, Vice President Mark White, Treasurer Richard Hixon, Director Steve Jackson, Director Shannon Stiner, Director Tom Twichell, Director Chris Brunzman and Director Levy Bouligny. Absent Board member was Secretary Gloria Goodwin. High Sierra Management representative present was Sherri Carey.

**CALL TO ORDER/ADOPTION OF AGENDA** – The Meeting was called to order at 7:05 pm and the agenda was adopted as written.

**PRECINCT 4 PATROL REPORT** – Precinct 4 Constable Owen Cahoon presented the monthly patrol report. This month revealed an increase in the number of criminal activity reports in the neighborhood. Neighborhood awareness and personal home security issues were reviewed and the residents were advised to call Precinct 4 anytime to report suspicious persons or vehicles.

**MINUTES** – The minutes of the May 5, 2011 regular meeting were presented to the Board for review. A motion was made by Director Jackson and seconded by Treasurer Richard Hixon to approve the minutes as written. The motion was unanimously approved by Board members present.

**FINANCIAL REPORT** – The management company presented a summary of the May 2011 financial report and advised that the Association is currently 96% collected for 2011 dues.

**COMMITTEE REPORTS**

**Tennis** – Vice President White provided an update regarding drainage and lighting repairs being performed at the back courts.

**Clubhouse** – No report at this time.

**Pools** – Director Jackson advised of pool repairs performed at the back pool and that the new pool company hired has proven to be a good choice thus far.

**Landscape** – Director Stiner provided a detail of landscape improvement plans for the clubhouse area being finalized and drainage concerns being addressed.

**Trash Removal/Pest Control** – Director Bouligny provided an update of trash removal concerns being addressed. He also advised that mosquito fogging is ongoing through the summer months.

**Deed Restrictions** – Treasurer Hixon and President Massey provided an update of violations being addressed and answered homeowner questions from the floor.

**Security** – No further report at this time.

**Communications** – President Massey advised of continuing updates to the website. The Press and the community signs continue as a source of community announcements and information.

**HOMEOWNER FORUM**

Edwin Grape provided information regarding water quality concerns and request concerned owner contact the MUD District to report issues immediately.

Derryl York further addressed water quality issues on behalf of the District and urged residents to contact the District Operator.

**ANNOUNCEMENTS**

President Massey announced plans for the upcoming July 4<sup>th</sup> parade.

**OLD BUSINESS** – No Old business at this time.

**NEW BUSINESS** – No New Business at this time.

**ADJOURNMENT** – There being no further business to come before the Board, the general meeting was adjourned at 8:40 p.m. The next meeting date was set for July 7, 2011 beginning at 7:00 p.m.

**APPROVED** \_\_\_\_\_ **DATE** \_\_\_\_\_  
Gloria Goodwin



**THE BOARD OF DIRECTORS OF PRESTONWOOD FOREST MAINTENANCE ASSOCIATION, INC. HELD ITS REGULAR MEETING ON THURSDAY, AUGUST 4, 2011 AT 7:00 P.M. AT 13800 PRESTONWOOD FOREST DR., HOUSTON, TEXAS.**

**ESTABLISHMENT OF QUORUM** – Quorum was established with the following Directors present: President Alan Massey, Treasurer Richard Hixon, Secretary Gloria Goodwin, Vice President Mark White, Director Steve Jackson, Director Levy Bouligney, Director Shannon Stiner, Director Chris Brunsman and Director Tom Twichell.

**CALL TO ORDER/ADOPTION OF AGENDA** – The Meeting was called to order at 7:00 pm and the agenda was adopted as written.

**Constable Report**

Alan introduced the new Constable taking over for Owen, Officer Sandor Miranda. Officer Miranda gave the Constable Report for PWF. The report had a slight increase in Family Disturbance up to 2 from 0 in the previous month. Overall, the total was down to 35 calls from 40 in June 2011. Bonnie brought up the parking in the front of the clubhouse issue. The Board will discuss options to resolve the problem including painting the curb red.

**Financial Report**

Richard gave the required financial updates including reporting the monthly bills of \$21,000. He also gave us a legislative update (Bill 209) and indicated that for PWF HOA it is a good news story, as we are doing a lot of the required items already. He also reported that we have collected 97.5% of the HOA dues.

Alan gave a brief update on the locks. All the locks have been changed and he discussed the key deposit for clarity. Resident Edna wanted to know if you can get a replacement key.

**Homeowner Forum**

Edna Gunn advised that the cul de sac on her street needs cleaning and wanted to know if the residents can clean and add decorative rocks. The Board approved the request and also gave an update on 8202. A landscaping firm came out and removed dead trees at 8202 and indicated the house may be sold.

Jed Davis, 8107 Bideford, reported that the house near him (corporate housing @ 8111) is blocking his driveway with numerous vehicles and asked what can be done to prevent this nuisance. Mr. Davis also advised he has tried to resolve with the constable and nothing has happened. Mr. Davis reported that Todd Mathis Landscaping is blocking cul de sac at 8115.

Jim Schier, 8127 Bideford reported a semi truck is parking illegally between Bideford and Ravenhurst. The Board will investigate the issue for a possible resolution.

Johnny Lane wants neighbors to know that the light at Schroeder and Cypresswood is backing up traffic. The issue will be reported to Harris County.

## **Committee Reports**

Tennis - Gloria reported there are new locks installed on the tennis courts and keys are available after the meeting. Mark and Levy reported some inconsistency occurring with the tennis Court 2 lights.

Clubhouse - Chris reported there is a new Clubhouse agreement. She also reported that the PWF clubhouse events are now posted on the website next to the clubhouse picture.

Pool - Steve reported there is an issue with the expansion joints at Pool 2 and the work will be under warranty. He also reported the baby pool needs a new drain cover due to recall and we are waiting for the part to arrive.

Landscape - Shannon reported that the walkway in the back pool and tennis court 2 has been installed. She also reported that the light by the front deck needs repair due to the landscape company and she is working with them to get the issues resolved.

Trash & Pests - Levy reported that out of the 785 homes in PWF, only 6 missed houses and 6 damaged carts were reported over the past month. Levy also reported that pest spraying continues dusk to dawn two times per week.

Deed Restrictions - Richard reported that the pine needles letters have been sent. He also brought to everyone's attention that the clubhouse has pine needles too and we have been focusing on the clubhouse debris and not the grass issue. Alan brought to our attention that an article needs to be written about the proper placement of trash cans and Gloria asked for lawn clippings not being left out on the street for days to be included.

Security - Tom reported that the new constable, Sandor is very enthusiastic and he anticipates a good job and perhaps even better than the last constable.

Communication - Chris reported nothing new in her area.

*HOA Meeting adjourned at 8:40 with a motion from Tom and a second from Steve.*

**APPROVED** \_\_\_\_\_ **DATE** \_\_\_\_\_



**THE BOARD OF DIRECTORS OF PRESTONWOOD FOREST MAINTENANCE ASSOCIATION, INC. HELD ITS REGULAR MEETING ON THURSDAY, SEPTEMBER 1, 2011 AT 7:00 P.M. AT 13800 PRESTONWOOD FOREST DR., HOUSTON, TEXAS.**

**ESTABLISHMENT OF QUORUM** – Quorum was established with the following Directors present: President Alan Massey, Treasurer Richard Hixon, Secretary Gloria Goodwin, Vice President Mark White, Director Steve Jackson, Director Levy Bouligney, Director Shannon Stiner, Director Chris Brunsman and Director Tom Twichell.

7:10 pm - Call to order by President Alan Massey.

#### **Constable's Report** - Constable Miranda

Several members asked if the patrol officer monitors school traffic during the high traffic hours. He indicated that the school is not part of the contract. However he is here in the area and does look out for what is going on around the school.

The officers suggested talking to the school principal to ask for specific help with the school from the districts police.

#### **Financial Report**

Treasurer Richard Hixon reported:

July finished with \$98,000 cash

Capital reserve fund - \$298,000

Past due residents - 4 paid since last report (less than 20 still owe their HOA dues)

**Tennis** - Alan commented on the new keys and Gloria reminded residents of the new key process.

#### **Homeowner Forum**

Edna asked residents to fly their American flags on 9/11.

Kathy Salah, concerned Hancock parent, discussed the zoning problem with 18 apartments and 10 hotels with low income children attending Hancock Elementary. She requested the community to write letters and to attend the school board meeting. She also discussed the discipline problems at the school. Other concerned parents in attendance were Shane Davison, Susan Halpin, Trish Stall, Maria Pippin.

Harold Heath was present to express his concern about receiving a letter regarding pine needles on his roof at 8223 Coolshire. Harold is also upset regarding receiving a second notice as well since he had corrected the problem. He strongly suggested the Board's time could be better spent on other things.

Trish wants to remove trees from her backyard. Alan indicated she needs to turn in the form the website for approval.

Ted Karas, Cub Master, wants to use the Clubhouse sign to advertise for membership.

Paul McNulty was present to inquire about what is going on with certain homes in the area: 8218 Renmark Lane, 14057 Ravenhurst and 8203 Prestonwood Forest Drive.

Paul also wanted to register his complaint regarding no seating at the back tennis courts on the court surface. Board will consider available options.

### **Remainder of Director Reports**

Chris - Clubhouse rentals from May 2011 to August 2011 totaled 13.

Steve - reminded community this is the last weekend for the pools to be open.

Shannon - please pray for rain

Levi - Trash: Trying to get drivers to slow down; working on some repair issues; Alan mentioned that one trash truck driver has suggested to clean cans with bleach and leave the bleach in the can.

Pest Control: Levi indicates that Sherri says that things are going well and still spraying two times a week.

Richard had no deed restriction report at this time.

Tom - A mom and dad were found in the pool with children (ducks); new Constable more active in the neighborhood and doing fine.

Mark - Acknowledged Tom for his clean up efforts around the side of the Clubhouse.

8:40 pm - Meeting adjourned



**THE BOARD OF DIRECTORS OF PRESTONWOOD FOREST MAINTENANCE ASSOCIATION, INC. HELD ITS REGULAR MEETING ON THURSDAY, NOVEMBER 3, 2011 AT 7:00 P.M. AT 13800 PRESTONWOOD FOREST DR., HOUSTON, TEXAS.**

**ESTABLISHMENT OF QUORUM** – Quorum was established with the following Directors present: President Alan Massey, Secretary Gloria Goodwin, Vice President Mark White, Director Steve Jackson, Director Levy Bouligny, Director Shannon Stiner, Director Chris Brunsmann and Director Tom Twichell. Absent member was Treasurer Richard Hixon.

7:00 PM Call to Order - Alan Massey, President

Constable Report- By Officer Miranda - Board member Twichell is working on Bike Patrol for Night of Lights.

Financial Report - (Alan for Richard) - Approx \$300,000 in reserve. Alan announced increase in HOA dues ; 3.8 increase in CPI;  
Also night of lites is December 12-31 through Jan1. Judging will take place on December 10.

**Homeowner Forum:**

Edna Gunn - House for sale across the street from her, it is fixed up now.  
Bonnie O'Neal - nothing  
John Hancock - nothing  
Benson Van - nothing  
Mr. Lash - nothing  
Dittie - Came to take a picture of the current board

**Committee Reports:**

Tennis (Gloria) - only maintenance type issues to report, nothing major

Clubhouse (Chris) - 12 Rentals over the last month

Pools (Steve) - Pool 1 pump motor being replaced this week

Landscape (Shannon) - An issue with the PWF Apartments and Orielly Auto - who owns the fence? There is trash gathering and looking unsightly; grass is growing up - we need to resolve

Trash (Levi) - Still delivering cans - 3 new cans delivered (3 more to pay); There is a problem on Bairnsdale with pick up;

Insect Spraying - continuing once a week on a week to week basis, usually ends in October.

Deed Restrictions (Alan for Richard) - Did anyone do the homework assignment and go by to look at the fence at Prince of Peace?

Edna did and it looks good; there was a complaint about it; overall sub-division looks good; reminded everyone to water the trees

Security (Tom) - We need Bike Patrols for Christmas; Haloween was smooth; Officer Miranda is high profile and gives consideration to PWF residents with his stops.

Communication - (Chris) - Lanier "Party coming up on December 4 with Rascal Flats; What are we doing about the traffic?

**Old Business:**

none

7:40 pm - Meeting adjourned



**THE BOARD OF DIRECTORS OF PRESTONWOOD FOREST MAINTENANCE ASSOCIATION, INC. HELD ITS REGULAR MEETING ON THURSDAY, DECEMBER 1, 2011 AT 7:00 P.M. AT 13800 PRESTONWOOD FOREST DR., HOUSTON, TEXAS.**

**ESTABLISHMENT OF QUORUM** – Quorum was established with the following Directors present: President Alan Massey, Vice President Mark White, Treasurer Richard Hixon, Secretary Gloria Goodwin, Director Shannon Stiner, Director Tom Twichell, Director Chris Brunsman and Director Levy Bouligny. Absent Board member was Director Steve Jackson. High Sierra Management representative present was Sherri Carey.

**CALL TO ORDER/ADOPTION OF AGENDA** – The Meeting was called to order at 7:05 pm and the agenda was adopted as written.

**PRECINCT 4 PATROL REPORT** – Precinct 4 Constable Patrol Officers presented the monthly patrol report. Neighborhood awareness and personal home security issues were reviewed and the residents were advised to call Precinct 4 anytime to report suspicious persons or vehicles. Residents present requested increased patrol during the contract shift in the school zones along Schroeder and Prestonwood Forest Drive. An additional request was made from increased visibility on Brinkworth.

**MINUTES** – The minutes of the November 3, 2011 regular meeting were presented to the Board for review. A motion was made by Director Twichell and seconded by Director Brunsman to approve the minutes as written. The motion was unanimously approved by Board members present.

**FINANCIAL REPORT** – The management company presented a summary of the November 2011 financial report and advised that the Association is currently 97% collected for 2011 dues.

**COMMITTEE REPORTS**

**Tennis** – Secretary Goodwin advised that key purchases have been steady and that there is one light repair outstanding on court I.

**Clubhouse** – Director Brunsman reported that holiday rentals have increased and a resident on the schedule for rental during December would be assisting in the decorating of the clubhouse.

**Pools** – No report at this time.

**Landscape** – Director Stiner provided a detail of landscape improvement plans for the clubhouse area being finalized and drainage concerns being addressed.

**Trash Removal/Pest Control** – Director Bouligny provided an update of trash removal concerns being addressed. He also advised that mosquito fogging is ongoing through the next month.

**Deed Restrictions** – Treasurer Hixon and President Massey provided an update of violations being addressed and answered homeowner questions from the floor.

**Security** – Director Twichell reported that additional bike patrol is being scheduled through the Harris County Constable to help deter safety issues.

**Communications** – No report at this time.

**HOMEOWNER FORUM**

Additional items discussed were as follows:

- Safety concerns on Schroeder due to school traffic
- Road maintenance needed on Schroeder Road the will be reported to Harris County
- Violation issue with multiple cars at a home on Brinkworth
- Plans for additional traffic control during the upcoming Nite of Lites

#### **ANNOUNCEMENTS**

President Massey reiterated plans for the upcoming Nite of Lights and public information being posted regarding traffic routes.

**OLD BUSINESS** – No Old business at this time.

**NEW BUSINESS** – No New Business at this time.

**ADJOURNMENT** – There being no further business to come before the Board, the general meeting was adjourned at 8:00 p.m. The next meeting date was set for January 5, 2012 beginning at 7:00 p.m.