



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.
-

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.



THE OPEN AND EXECUTIVE SESSION OF THE PRESTONWOOD FOREST MAINTENANCE ASSOCIATION, INC. BOARD OF DIRECTORS MEETING FEBRUARY 17, 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, Pete Kurz, 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 in person and through online telecommunications.

CONSTABLE REPORT

Constable patrol representatives were present via online telecommunications to provide a report for January 2022. The officers also discussed the benefits of law enforcement patrol vs. license plate reading surveillance cameras at entrances and answered questions from the floor.

MINUTES

The Board of Directors meeting minutes of the January 20, 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 January 31, 2022 was presented to the Board for review. Also discussed were the current legal collections and delinquency statuses. Management provided a list of delinquencies for consideration of further legal action. A motion was made from the floor to approve initiating legal action for the collection of delinquent assessment for 2021 and prior on the following accounts:

109307050

109302200	109300082
109302740	109301910
109303990	109304020
109303131	109300650
109306381	109307311
109300690	109307612
109300670	109304882
109304931	109301770
109300561	109305251
	109303341

The motion was unanimously approved by the Board members present.

ADMINISTRATIVE

- Community Events – The Board discussed plans for the upcoming Easter Egg Hunt and Block Captains meeting. President Lugo also reminded the members present about the upcoming blood drive on March 5, 2022.
- 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.

- Surveillance Cameras – The Board opened discussion of the option of utilizing new technology available in license plate reading cameras at the community entrances and provided detailed information received whether or not said option would be a benefit and/or replacement for the annual Constable patrol contract. A majority of the members present were not in favor of suspending constable patrol in the community but would consider supporting the camera systems in addition to regular patrol. The Board agreed that this venture is not an urgent matter at this time and will table such until the need arises.
- ACC Committee – Management advised that due to the recent Texas Legislative changes restricting Board member participation in the architectural review process, the Board should consider seeking volunteers from the community to form an exterior committee to perform the needed review process. Management presented a proposed committee volunteer candidate form for Board review. The form was approved and will be sent out through email blast and with the upcoming annual meeting notice.

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 been completed and all action items performed.
- 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.
- Tennis Court 1 – Removal of the deteriorated observation decking will begin as soon as weather allows.
- Order 6 replacement trash receptacles for Court 1.
- Issue work order for light bulb replacements in clubhouse.
- Issue a work order to have the light fixtures at each entry monument cleaned.
- Pool Lifeguard Contract – Management presented the proposed lifeguard contract renewal to the Board for review. Also presented were the proposed 2022 pool season hours and days of operation for Board review. The Board discussed whether or not limiting the guarded hours at pool II would be of benefit to the community and if allowing limited swim at your risk hours could be performed. A motion was made from the floor to approve the renewal agreement for lifeguard services with Greater Houston Pool Management totaling \$50,549.00, contingent upon potential changes to the pool II hours to be determined at the next meeting. The motion was unanimously approved by the Board members present. Management will provide proposed scheduling options at the next meeting for further review.

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

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 9:45 p.m. The motion was unanimously approved by the Board members present.



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.



THE OPEN AND EXECUTIVE SESSION OF THE PRESTONWOOD FOREST MAINTENANCE ASSOCIATION, INC. BOARD OF DIRECTORS MEETING APRIL 21, 2022 was called to order at 7:08 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 Kurz, Jim Scott, Vicki Jackson, Guadalupe Ramirez and Ernesto Avellaneda. Absent members were Pete Lugo and Chris Collins. 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 March 2022 and answered questions from the floor.

MINUTES

The Board of Directors meeting minutes of the March 18, 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 March 31, 2022 was presented to the Board for review. Also discussed were the current legal collections and delinquency statuses. The Board also discussed impending trash suspensions being addressed with delinquencies.

ADMINISTRATIVE

- Community Events – The Board discussed plans for the upcoming July 4th event and parade, as well as the upcoming Block Captains meeting.
- 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 – Management advised that scheduling for culdesac renovations has begun and the project should begin in the next two weeks.
- Tennis Court 1 – Removal of the deteriorated observation decking will begin in mid May.
- Options for installation of additional shade covers for both pool facilities were provided and the project will be considered in the 2023 budget.
- 2022 Pool Schedules – Management presented the final pool schedules to the Board for review, Management has also schedule a meeting with the lifeguard company for pool I prior to opening to discuss operational expectations.

- Issue work order to add an additional stringer along the bottom of the tennis court 1 fencing where needed.
- Issue work order to remove graffiti on electrical boxes at tennis court 1.
- Monitor irrigation schedule on the Glenclyffe side of the clubhouse lawn.
- Increase mosquito fogging schedule to twice per week until further notice.

PENDING BUSINESS

Apartment Construction – Management provided an update received from Representative Sam Harliss’s office advising that many oppositions 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 8:15 p.m. The motion was unanimously approved by the Board members present.



THE OPEN SESSION OF THE PRESTONWOOD FOREST MAINTENANCE ASSOCIATION, INC. BOARD OF DIRECTORS MEETING June 22, 2022 was called to order at 7:04 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 Kurz, Jim Scott, Vicki Jackson, Guadalupe Ramirez, Ernesto Avellaneda, Pete Lugo and Chris Collins. 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 May 2022 and answered questions from the floor. Vice President Kurz also recapped the recent meeting held with Constable patrol supervisors and several Board members for the purpose of discussing ongoing questions and concerns regarding patrol reports and hours. The Board agreed that Director Ramirez will communicate recommended patrol hours changes to the supervisor for further discussion and review at the next meeting.

MINUTES

The Board of Directors meeting minutes of the April 21, 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.

The minutes of the May 2022 Annual Meeting of the Membership were presented to the Board 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 May 31, 2022 was presented to the Board for review. Also discussed were the current legal collections and delinquency statuses. The Board also discussed impending trash suspensions being addressed with delinquencies certified demand letters.

ADMINISTRATIVE

- Community Events – The Board discussed plans for the upcoming July 4th event and parade, as well as the upcoming Block Captains meeting.
- Apartment Construction – Management provided an update received from Representative Sam Harliss's office advising that many oppositions letters have been received but that the decision made after the June 6 Housing Board meeting has not yet been received but will be provided as soon as it is made available.
- ACC Committee Appointment – The Board had previously been provided all of the volunteer candidate submissions received for review. After further discussion, a motion was made and seconded to formally appoint homeowner members Caren Green, Marlow Thomas and James Pinedo to the ACC Committee for the term of one year. The motion was unanimously approved by the Board members present. Management will schedule a training and process review meeting with the committee members prior to their assuming the duties.

- PFMUD Board Member Deryl York was present to discuss ways to communicate the Association and MUD's joint concerns regarding ongoing improvements needed to the County trail system adjacent to the community to the new Pct. 3 Commissioner and would the Association Board agree to support the need by writing a formal letter requesting a meeting. Mr. York will send proposed wording to the Board Association Board for review and further discussion will be held at the next meeting.

CONTRACTS, MAINTENANCE AND BIDS

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

- Culdesac Landscaping – Management advised that culdesac renovations have not yet been completed and changes are currently being discussed with the landscape contractor based on recommendations received from industry professionals. Also discussed were concerns regarding the current landscape contractor's performance and timeliness with the project. Secretary Collins will work with management to monitor and determine needed changes in expectations.
- Options for installation of additional shade covers for both pool facilities were provided and the project will be considered in the 2023 budget.
- Monitor irrigation schedule on the Glencliffe side of the clubhouse lawn.
- Order replacement deep end rope for pool 1.
- Board members will continue ongoing discussions regarding the specifications needed for the construction of the proposed practice board for tennis court 1.
- Create plan for improvements to dead shrub line along the side fence at pool 1.

PENDING BUSINESS

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 to Executive Session at 8:15 p.m. The motion was unanimously approved by the Board members present.

EXECUTIVE SESSION

THE EXECUTIVE SESSION OF THE PRESTONWOOD FOREST MAINTENANCE ASSOCIATION, INC. BOARD OF DIRECTORS MEETING June 22, 2022 was called to order at 8:25 p.m. for the purpose of APPOINTING Board Officers and Duties for the next year.

ESTABLISHMENT OF QUORUM – Quorum was established with the following Directors present; Jesse Burgos, Pete Kurz, Jim Scott, Vicki Jackson, Guadalupe Ramirez, Ernesto Avellaneda, Pete Lugo and Chris Collins. High Sierra Management representative present was Sherri Carey.

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>
President
Vice President
Secretary
Treasurer
Director
Director
Director
Director
Director

<u>Directors</u>
Pete Lugo
Pete Kurz
Chris Collins
Larry Hogan
Jesse Burgos
Vicki Jackson
Guadalupe Ramirez
Ernesto Avellaneda
Jim Scott

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

LEAD	BACK-UP
Ernesto Avellaneda	Jesse Burgos
Pete Kurz	Jim Scott
Chris Collins	Jesse Burgos
Vicki Jackson	Ernesto Avellaneda
Guadalupe Ramirez	Pete Lugo
Ernesto Avellaneda	Guadalupe Ramirez
HSM	N/A
Guadalupe Ramirez	Jesse Burgos
Pete Lugo	Larry Hogan
Jim Scott	Pete Kurz
Vicki Jackson	HSM

There being no further business to come before the Board, the Executive meeting was adjourned at 9:05 pm.



THE OPEN SESSION OF THE PRESTONWOOD FOREST MAINTENANCE ASSOCIATION, INC. BOARD OF DIRECTORS MEETING JULY 21, 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 Kurz, Jim Scott, Vicki Jackson, Guadalupe Ramirez, Ernesto Avellaneda, Pete Lugo and Chris Collins. 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 June 2022 and answered questions from the floor.

MINUTES

The Board of Directors meeting minutes of the June 22, 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 May 31, 2022 was presented to the Board for review. Also discussed were the current legal collections and delinquency statuses. Also presented were the 2021 tax return and draft audit for Board review. Further discussion will be held at the next meeting to allow additional time for the Board to review the reports.

ADMINISTRATIVE

- Community Events – The Board discussed plans for the upcoming Fall Festival and upcoming Block Captains meeting.
- ACC Committee – Management advised that a training session for the new committee has been scheduled.
- Harris County – The Board discussed the draft letter requesting a meeting with new County representatives requested at the previous meeting. The Board agreed that there are no further changes needed to the letter and management should process and mail. Mr. Hogan also summarized a recent meeting help with Harris County Pct. 3 representatives to express concerns and ongoing projects.

CONTRACTS, MAINTENANCE AND BIDS

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

- Culdesac Landscaping – Management advised that revisions to the culdesac renovations have been completed on Shaeffer Lane and will now be scheduled for the remaining culdesacs where needed.
- Irrigation Repair – Management presented bids for repair of irrigation. A motion was made from the floor to approve the bid from Monarch Landscape totaling \$853.24 for irrigation repair. The motion was unanimously approved by the Board members present.

- Mosquito Fogging – The Board instructed management to reduce current fogging to one time per week until further notice.
- Splash Pad – Obtain status for surface cleaning and missing tank cover.
- Clubhouse Updates – The Board discussed needed updates for the interior of the clubhouse and that the PFMUD has offered to subsidize replacement of the clubhouse windows. Management provided sample paint colors and a proposed plan for inexpensive updates including wall and cabinet painting and light fixture updating. The Board agreed and provided management with a cap for an available budget and management will secure a timeframe and contractor for further update at the next meeting.

PENDING BUSINESS

- Tennis Court Backboard – Mr. Scott presented a detailed engineering and wind load report and plan for proper installation of the proposed practice backboard on tennis court 1 installation by the tennis club volunteers.

DEED RESTRICTIONS

The deed restriction and attorney action update reports were provided to the Board for review. The Board also discussed concerns regarding certain rules enforcement and whether or not the Association should continue pursuing such. The actions discussed were as follows:

- Portable basketball goals and placement
- Parking
- Commercial Vehicles
- Landscaping

The Board will continue to monitor these issues and further discuss to determine whether procedural changes are needed for the monthly inspections. The Board also discussed reminder articles for the website and Prestonwood Press that could assist in helping those that are violating the rules better understand why resolutions are needed. Management will prepare sample articles for Board review at the next meeting.

There being no further business to come before the Board, a motion was made to adjourn at 9:15 p.m. The motion was unanimously approved by the Board members present.



THE OPEN SESSION OF THE PRESTONWOOD FOREST MAINTENANCE ASSOCIATION, INC. BOARD OF DIRECTORS MEETING AUGUST 18, 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 Kurz, Jim Scott, Guadalupe Ramirez, Ernesto Avellaneda, Larry Hogan, Pete Lugo and Chris Collins. Absent member was Vicki Jackson. 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 July 2022 and answered questions from the floor.

MINUTES

The Board of Directors meeting minutes of the July 21, 2022 meeting were presented for review. An amendment was made to correct information provided regarding a meeting with Harris County whereas “Mr. Hogan also summarized a recent meeting held with Harris County Pct. 3 representatives to discuss street maintenance, at which Mr. Darryl York was also present.” A motion was made and seconded from the floor 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 May 31, 2022 was presented to the Board for review. Also discussed were the current legal collections and delinquency statuses. Also presented were the 2021 tax return and draft audit for Board review. Further discussion will be held at the next meeting to allow additional time for the Board to review the reports.

ADMINISTRATIVE

- Community Events – The Board discussed plans for the upcoming Fall Festival and upcoming Block Captains meeting. Mrs. Ramirez also announced that all blocks are invited to participate in the “Most Fun Block Game” booth at the Fall Festival.
- ACC Committee – Management summarized the recent training session held with the new committee members.
- Streetlights – PFMUD representative Present, Darryl York, advised that the MUD is currently working with Centerpoint Energy to pursue converting all of the street lights to LED fixtures.
- Informational Articles – Management provided several home and yard maintenance articles, as well as rules and regulations reminders to the Board for review. The Board approved the publication of the articles presented.
- Commercial Vehicle Parking – The Board discussed ongoing issues with vehicles exceeding the State’s size parameters for parking in a residential community and what actions are available to pursue correction of such. Management provided information pertaining to a Harris County petition initiative that would provide for signage restrictions for overnight commercial vehicle parking. The petition would need to be signed by a percentage of community residents and then submitted to the County for

review and approval. The Board also discussed whether or not pursuit is warranted for vehicles that do not exceed the State definition of commercial and what type of pursuit may be needed for such. The Board agreed to have management begin the County petition process and further pursuit of smaller commercial vehicles would be reviewed on a case-by-case basis.

- Constable Patrol Contract – The proposed renewal agreement from Harris County Constable Patrol was presented to the Board for review. A motion was made and seconded from the floor to approve the Constable Patrol contract beginning October 1, 2022 through September 30, 2023 for an annual cost of \$77,600.00. The motion was unanimously approved by the Board members present.

CONTRACTS, MAINTENANCE AND BIDS

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

- Culdesac Landscaping – Management advised that revisions to the culdesac renovations have been completed on Shaeffer Lane and will now be scheduled for the remaining culdesacs where needed. The Board discussed concerns about the continued delay in the project and agreed that a firm deadline be provided to the landscape company or there could be potential monetary ramifications.
- Mosquito Fogging – The Board instructed management to increase fogging to two times per week until further notice.
- Clubhouse – Management advised of the impending schedule for interior painting and other updates. The Board also discussed their concerns with the current clubhouse cleaning service and the costs for such. Management was instructed to obtain pricing from several residents that provide professional cleaning services for review at the next meeting. Management was also instructed to ensure a deep clean of areas behind and under the appliances in the kitchen are performed within the next week.
- Tennis Courts – Mrs. Ramirez advised that the tennis club is still investigating additional options and costs for the installation of the proposed practice board at the front courts and further information will be provided at the next meeting. Management was also asked to obtain costs for the addition of pickle ball court striping and to issue a work order for the repair of several areas of chain link fence bottom tension wiring at the front courts.
- Entrance Lighting – Management was instructed to issue a work order for the replacement of the existing light fixtures at all entry monuments with new LED fixtures.
- Pool II – The Board discussed the extension of the pool hours into October, as the swim at your own risk policy has been a benefit to the community. The Board agreed to continue with the current schedule through the end of September and revise the open hours in October from 7 am to 7 pm. Further review and discussion of additional hours through the end of the year will be discussed at the next meeting.

DEED RESTRICTIONS

The deed restriction and attorney action update reports were provided to the Board for review. Management provided information regarding the ongoing commercial boarding house violation at 1093000211 and requested approval from the Association to further pursue legal action. A motion was made and seconded from the floor to approve legal action to cure ongoing rules violations at 1093000211. The motion was approved with six votes in favor and an abstention was noted for Mrs. Ramirez.

There being no further business to come before the Board, a motion was made to adjourn at 9:35 p.m. The motion was unanimously approved by the Board members present.



THE OPEN SESSION OF THE PRESTONWOOD FOREST MAINTENANCE ASSOCIATION, INC. BOARD OF DIRECTORS MEETING OCTOBER 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 Kurz, Jim Scott, Ernesto Avellaneda, Larry Hogan, Pete Lugo and Chris Collins. Absent members were Vicki Jackson and Guadalupe Ramirez. 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 September 2022 and answered questions from the floor.

MINUTES

The Board of Directors meeting minutes of the September 15, 2022 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.

FINANCIAL REPORT

The financial report for the month ending September 30, 2022 was presented to the Board for review. Also discussed were the current legal collections and delinquency statuses. The 2021 audit draft was previously presented to the Board for review. A motion was made and seconded from the floor to approve the 2021 audit as presented. The motion was unanimously approved by the Board members present.

2023 BUDGET & ASSESSMENT RATE

Management presented the proposed budget for 2023 with updated month end numbers from September 2022. Each line item and contract services were discussed. Management detailed the categories needing increased funds to compensate for meeting standard cost increases and impending repairs needed, as well as continuing proper funding of the reserves, thus creating management's recommendation for an increase in annual dues for 2023. The Board also discussed the importance of replenishing the reserves by the amounts used in prior years for capital repairs and improvements, as well as unforeseen costs associated with hazard events. The replenishment would need to continue over the next few years to fully fund reserve amounts. Also noted was the projected cash loss carry forward that would need to be compensated for in the 2023 budget. Management also presented the annual pre-payment plan through sending the annual billing out with payment coupons allowing owners to divide the total due into 4 equal payments and extending the due date without penalty through April 1, 2023. A motion was made by Treasurer Hogan and seconded by Secretary Collins to approve the 2023 budget and increase the assessment by the governing document required CPI from the past 12 months as of September 2022 of 8.3% to \$760.00 per lot to replenish reserve funds previously used and to cover general operating cost increases and offer the pre-payment plan by extending the due date of the assessment through April 2023. The Board members present unanimously approved the motion.

RESOLVED, The Prestonwood Forest Maintenance Association Board of Directors majority approve the 2023 budget of income and expense at \$526,100.00, including reserve funding of \$54,600.00 and set the annual assessment rate at \$760.00 per lot.

ADMINISTRATIVE

- Community Events – The Board discussed plans for the upcoming Nite of Lites dates and judging. It was agreed to finalize the dates for Nite of Lites to be December 10 through January 1. Judging will be scheduled for December 10.
- 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.

CONTRACTS, MAINTENANCE AND BIDS

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

- Culdesac Landscaping – Management advised that revisions to the culdesac renovations have been completed on a majority of the culdesacs and should be completed over the next few weeks.
- Clubhouse Cleaning – Management provided proposals for weekly clubhouse cleaning services. A motion was made and seconded from the floor to approve the agreement with Kelly Holley totaling \$100.00 per cleaning. The motion was unanimously approved by the Board members present.

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 9:47 p.m. The motion was unanimously approved by the Board members present.