

**Association of Green Trails Phase II Homeowners, Inc.  
Minutes of Board of Directors  
Meeting on December 7, 2022**

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**A meeting of the Board of Directors (the "Board") of the Association of Green Trails Phase II Homeowners, Inc. (the "Association" or "GTHOA") was held on Wednesday, December 7, 2022, at 6:00 P.M. at 17171 Park Row, Suite 310, Houston, TX 77218 and via Microsoft Teams**

**CONFIRM QUORUM:** Kourtney Dixon, Jim Castles, Danielle Pilkinton, Kelley O'Brien and Linda Muchisky were in attendance.

**ALSO PRESENT:** Heather Esteban and Joanne McIntyre of Crest Management. Committee Chairs John Barajas, Kathy Burlison, Jim Haylett and Peter Olyniec as well as 1 homeowner were also in attendance.

**CALL TO ORDER/ADOPTION OF AGENDA**

The meeting was called to order at 6:07 P.M. The meeting was conducted in accordance with an agenda, a copy of which is attached hereto.

The Board adjourned to Executive Session at 6:07p.m. and reconvened back to regular session at 6:30 p.m.

**EXECUTIVE SESSION SUMMARY**

- Accounts Receivable Report dated December 5, 2022 was reviewed.
- The Inspection Report dated December 1, 2022 was reviewed.
- The Board reviewed a settlement offer from Account # 137P0102015 and declined the offer as presented and offered a counter proposal.

**OPEN SESSION**

**FINANCIALS**

The Board was presented with preliminary November 30, 2022, financials. As of November 30, 2022, the financial statements reflected \$407,458.70 in total operating cash, \$196,978.41 in contingency accounts, \$982,927.59 in the Green Trails capital reserve fund, \$259,148.79 in the Forest capital reserve, \$130,978.87 in the Enclave capital reserve and accounts receivable consisting of \$21,783.70 in assessment receivables and \$87,275.14 in other receivables.

The Board instructed Crest Management to open a new bank account for the \$50,000.00 budgeted in 2022 for a future capital expenditure.

**DISPOSITION OF MINUTES**

The Board was presented with the minutes from the meetings held on September 8, 2022, October 13, 2022 and November 10, 2022. After discussion and review the Board approved the September 8<sup>th</sup> and October 13<sup>th</sup> minutes as presented and approved the November 10<sup>th</sup> minutes as amended.

**BUSINESS**

Pool Renovation Presentation – Volunteer Jessica Hudson presented proposed renovation options to the Board for both pools.

Pool Management Contract – The Board was presented with pool management contracts during the October 13, 2022 meeting. A motion was made, seconded and approved by all to accept the one-year contract with A-Beautiful Pools to begin January 1, 2023.

Lake Management Contract – The Board was presented with a contract renewal from Lake Pro for the 2023 year. After discussion and review a motion was made, seconded and approved to accept the one-year renewal contract with Lake Pro to begin January 1, 2023.

Sidewalk Repairs – Peter Olyniec volunteered to meet with the contractors bidding on the sidewalk repair. The Board approved moving forward with necessary repairs not to exceed \$15,000.00 once Peter reviews the locations with the contractor.

#### Committee Reports

Tennis – Jim Haylett advised the Board that the shade cover and bench at Park Cypress need to be removed prior to pickleball lines being painted and asked if both could be relocated to Gerri Ayers at a cost of \$1400.00. The Board approved moving the bench and shade cover.

Tennis and Pool Gates – Jim Haylett provided the Board with an update and cost on converting the phone lines that transfer data to the amenity gates from a landline to a fiber optic line. The Board approved moving forward with the fiber optic lines.

Pickleball – John Barajas advised the Board that the committee had received three estimates to resurface & repaint the Park Cypress courts for 4 pickleball courts and 1 tennis court as well as moving the tennis net. The committee is recommending moving forward with the estimate submitted by Three Colors at a total cost of \$9,000.00. After discussion and review the Board approved the estimate from Three Colors.

Landscape – Kathy Burluson advised that tree trimming had been completed along the ditch from Crescent Green south to the pipeline easement. Kathy advised that this was not a manicured trimming only branches overhanging the sidewalks were cleared.

Parks – Peter Olyniec advised the Board of a recent incident where the volleyball court was being used during the adult league times.

Community Events – Kelley O'Brien advised the next event is Holiday in the Park and the movie they are playing is Elf.

ARC – Kourtney Dixon advised that Paul Wentzler will be joining the committee in January.

Enclave – Kourtney Dixon wanted to recognize and thank homeowner Benton Baugh for installing holiday lights in the common area inside the Enclave.

#### **SCHEDULE NEXT MEETING**

The next Board meeting is set for Thursday, January 12, 2023 at 6:00 P.M.

There being no further business to come before the Board, the meeting was adjourned at approximately 9:15 P.M.

  
Signature of Officer