

**Association of Green Trails Phase II Homeowners, Inc.
Minutes of Board of Directors
Meeting on November 9, 2023**

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 Thursday, November 9, 2023 at 6:00 P.M. at 17171 Park Row, Suite 310, Houston, TX 77084 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. Three committee leads were in attendance and one called into the meeting.

CALL TO ORDER/ADOPTION OF AGENDA

The meeting was called to order at 6:00 P.M. and initiated the Executive Session. The meeting was conducted in accordance with an agenda, a copy of which is attached hereto. The Open Session was convened at 6:40 pm.

EXECUTIVE SESSION SUMMARY

1. Accounts Receivable Report was not reviewed
2. The Enforcement Action Report was not reviewed.
3. Inspection Report did not have anything substantial to review.
4. Other Executive matters
 - Reviewed the preliminary budget with particular attention to trash expenses and some discussion of water usage.

OPEN SESSION

HOMEOWNER FORUM – No homeowners presented items for discussion.

COMMITTEE REPORTS

Community Events – Kelley O’Brien reported that the Fall Fest was well attended. The document shredding event was appreciated by residents, she indicated.

Communications - Linda Muchisky reported that the volunteer list was added and one volunteer has stepped forward.

Enclave – Kourtney Dixon reported on an electrical box which is filling up with water when it rains and is now not working. Bids are being accepted for repairs.

First Impressions – Kourtney Dixon reported that First Impressions will be continuing with Yellowstone Landscaping.

Forest – nothing to report

Landscape – Kathy Burleson reported some items not being completed by the landscape company even after being asked to do the work. Linda Muchisky reported that the monthly irrigation report was not received. The Herb garden volunteers would like to retire and would need to replacement.

Parks – Peter Olyniec reported on the painting and power washing done on the Desert Ivy park pavilion. At Crescent Green park, there is a climbing apparatus made of plastic tires which is breaking. He reported on the replacement of several of those tires.

Patrol – Linda Muchisky reported on the summary of statistics for the month. She indicated that she requested that speeding info be added to the report and this month’s does now include traffic stops.

Pickleball – John Barajas reported that the metal tennis post that was damaged recently and repairs are being planned. He also shared that a resident playing on Park Cypress noticed a group of people reaching their arm in through the fence and let themselves inside. There are plans to add a wood board around the entry button to prevent this in the future.

Pools and Swimteam– Kelley O’Brien had nothing to report.

Tennis – Jim Haylett reported about the installation of a master clock on the lights so they can not be turned on after 10:30 pm. New windscreens are being installed. Rust is being removed from light poles and shade structures. He described a metal mesh that could also be added to the fence to prevent “reach-around” entry. He has identified solutions for repairing the tennis metal post which is leaning and has concrete breaking around it.

2024 BUDGET REVIEW

- A review of the preliminary budget plans was done. A motion was made, seconded and carried to approve the budget as amended with a 3.7% increase, setting the assessment rate at \$1344.00.
- The Board reviewed the budget for the Forest and after discussion and review a motion was made, seconded and carried to approve the budget as amended with a 3.7% increase, setting the assessment rate at \$578.00.
- The Board reviewed the budget for the Enclave and after discussion and review a motion was made, seconded and carried to approve the budget as amended with a 3.7% increase, setting the assessment rate at \$1141.00.
- The Board voted to approve everyone's requests for funds (as they are reported in the reserve funding spreadsheet for 2024) out of the reserve. The card access system remains an item for review.
- The Board also reviewed the plans for the patio to be built at Park Cypress and asked for more consideration and a design for adding picnic tables.
- Then, a review of the proposal for the Gerri Ayers conversion of the play area to patio was discussed. The Board approved the patio proposal with more details to be finalized later.

DISPOSITION OF MINUTES

The Board was presented with the minutes from the meeting held on September 14, 2023 and October 24, 2023. They were approved and signed.

NEW BUSINESS

- The Board reviewed the draft audit report and each of the recommendations to ensure the highest equality and it was approved.

- A Beautiful Pools contract for the Enclave fountain was approved and signed.
- Splash pad maintenance contract was approved and signed.
- A Beautiful Pools contract for pool management with reduced hours was approved.
- Brick repair request was reviewed and approved.
- The Board considered the request by a homeowner last month to add a sidewalk. Info will be sent to her on County guidelines.

SCHEDULE NEXT MEETING

The next Board meeting is set for Thursday, December 14, 2023 at 6:00 P.M.

There being no further business to come before the Board, the meeting was adjourned at approximately 9:45 P.M.

Linda Muchisky
Linda Muchisky (Nov 20, 2023 15:34 CST)
Signature of Officer

20231109 Board Minutes final

Final Audit Report


2023-11-20

Created:	2023-11-20
By:	Heather Esteban (heathere@crest-management.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAadxqAd44FQkAOu3Krx0b7kljjUhCKB0iQ


"20231109 Board Minutes final" History

 Document created by Heather Esteban (heathere@crest-management.com)

2023-11-20 - 9:31:55 PM GMT

 Document emailed to lmuch@hotmail.com for signature

2023-11-20 - 9:32:09 PM GMT

 Email viewed by lmuch@hotmail.com

2023-11-20 - 9:33:32 PM GMT

 Signer lmuch@hotmail.com entered name at signing as Linda Muchisky

2023-11-20 - 9:34:21 PM GMT

 Document e-signed by Linda Muchisky (lmuch@hotmail.com)

Signature Date: 2023-11-20 - 9:34:23 PM GMT - Time Source: server

 Agreement completed.

2023-11-20 - 9:34:23 PM GMT