

**Association of Green Trails Phase II Homeowners, Inc.  
Minutes of Board of Directors  
Meeting on December 14, 2023**

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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 Thursday, December 14, 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 of Crest Management. Four committee leads and one homeowner were in attendance.

**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 6:30 pm.

**EXECUTIVE SESSION SUMMARY**

- Reviewed a deed restriction item and decided to follow up with homeowner to determine if the issue is resolved
- Discussed the trash contract and getting bids from other companies.
- Update on IMS contract: Linda Muchisky reported that some updates to the draft contract have been proposed and are being reviewed by IMS and the contract is planned to be finalized and signed next week.

**OPEN SESSION**

**FINANCIALS**

The Board was presented with November 30, 2023 financials. As of November 30, 2023, the financial statements reflected \$332,768.59 in total operating cash, \$272,890.95 in contingency accounts, \$734,216.84 in the Green Trails capital reserve fund, \$277,225.92 in the Forest capital reserve, \$131,042.77 in the Enclave capital reserve and accounts receivable consisting of \$38,357.07 in assessment receivables and \$62,593.90 in other receivables. It was noted and discussed that the overage in the budgeted amount of water usage was not due to excessive use but due to increased fees by Northwest Regional Water Authority. Overall, the Board noted that the HOA was under budget by approximately \$313 for the year.

**HOMEOWNER FORUM** – No homeowners presented items for discussion.

**COMMITTEE REPORTS**

Community Events – Kelley O’Brien reported that the holiday in the park was canceled due to weather. There are plans to revamp the event to improve this in the future.

Communications - Linda Muchisky simply thanked everyone for adding items to the website and copying her.

Enclave – Kourtney Dixon reported on a major electrical line issue. Other contractors were considered and one of them got the issue resolved for a nominal fee. Christmas lights were installed. A “sip and stroll” was held and enjoyable.

First Impressions – Kourtney Dixon reported that there were meetings with county and they have decided to continue using Yellowstone Landscaping company.

Forest – Danielle reported Ezee Fiber came into the neighborhood last week and broke a water line inadvertently and Inframark resolved that. The annual Christmas party was held.

Landscape – Kathy Burleson reported that Ezee Fiber has not removed the dirt on Greenhouse that was displaced. She put out bluebonnet seeds. Pruning on Parkview was done but not completed. Linda Muchisky reported that she requested Yellowstone to replace the jasmine that was damaged but has not gotten any response. An irrigation issue, which has been reported for months to Yellowstone is still not resolved. The Board requested an irrigation audit and include Brian Weatherall.

Parks – Peter Olyniec reported a broken spring rider and picked it up. Two parks have standing water and so sand was put in Desert Ivy and Wisdom Woods. He reported that there is an organization that will remove old playground equipment and give it to other countries that can use it so he is planning that activity.

Patrol – Linda Muchisky reported that she didn't receive the monthly report.

Pickleball – Peter Olyniec reported that the Pickleball committee is working on the planned patio for Park Cypress. There is work to include a gate which swings in the right direction for use and he requested an additional gate at the proposed patio which the Board recommended costs be brought to forward. He indicated that he needs to know the number of tables needed by the pool renovation so that he can order additional tables at the same time. Sprinkler heads were moved in anticipation of the upcoming pavers planned to be placed. He reported that there is interest in League play for pickleball.

Pools and Swimteam– Kelley O'Brien reported that Justin Jones will lead the pool construction project. There was discussion about the kind of tables, umbrellas and activities that might be planned at Gerri Ayers.

Tennis – Jim Haylett reported that the windscreens were replaced and the light poles and shade structures were repainted. The tennis net is scheduled to be fixed, along with the barrier to protect the exit button, for next week. The card reader at Gerri Ayers is not working and being repaired.

## **NEW BUSINESS**

- Annual meeting planning: the Board agreed to hold the meeting on February 8. Back-up date is February 15. The presentation for that meeting needs to be started. The template will be sent out and populated. Speakers were considered.
- Kourtney Dixon reported that she will not be continuing as Board President next year and a replacement will be needed.
- The volunteer dinner location was planned.

- Reviewed the action list from the last meeting.
- Linda Muchisky suggested we created a list of duties for all committees and Board members.

**SCHEDULE NEXT MEETING**

The next Board meeting is set for Thursday, January 11, 2023 at 6:00 P.M.

There being no further business to come before the Board, the meeting was adjourned at approximately 8:12 P.M.

*Linda Muchisky*  
Linda Muchisky (Dec 20, 2023 15:55 CST)

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Signature of Officer