

Preston Highlands HOA Board Meeting

General Session
MINUTES
December 1st, 2025

I. Call to Order

The meeting was called to order at 6:32 PM.

II. Roll Call/Confirmation of Quorum

In attendance were:

- James Thomas (President)
- Debra Nelson (Vice President)
- Lee Franke (Treasurer)
- John Grierson (Secretary)
- Barb Ryder (Director at Large)
- Lauren Potter (CMA Management Company)

III. Approval of September 3rd, 2025 Board Meeting Minutes at 6:34 PM

Debra Nelson made a motion to approve the September 3rd General Session meeting minutes as written, seconded by James Thomas. The minutes were approved unanimously as written.

IV. Board approval of ratified E-votes

- Christmas Lighting \$3,500
- Insurance Renewal of Scarboro Midland insurance HOA coverage for \$13,103
- Greenbelt improvements of \$14,200 spent over 2025 and \$25,000 in 2026 for a total of \$39,200.
 - Planting of approx 36 trees in 2024-2025
 - Sitting area in 2025

V. Committee Reports:

- Social Committee report given by Debra. Had to cancel the Annual Fall Festival due to lack of volunteers. The ask now is for volunteers to step up for the Winter Fest and have a great time with the kids and Santa Claus, Mrs Claus and a bounce house.
- Landscaping Committee given by Debra. Overview was given of past trees with pictures to give people an idea of previous year plantings and the current 2025 year planting of Oaks, Pecans, Texas Ash, Crepe Myrtals, Texas Vitex. A new bridge over the stream and a sitting area at the green space near the apartments was also reviewed as great amenities so that residents can enjoy the greenspace. A second smaller sitting area will be added as well as a walking path. The pool furniture that had been mentioned in June was delayed due to supply chain issues.
- Communications Committee report given by John.
 - The president updated our PHN website and it looks great.
 - Met with a person at Oskeyblue Marketing for an update of the website for \$75 for every 4 hours when we need it.
- Amenities by James. We have new pool furniture coming in January despite a large delay. We'll be looking for future discounts with them moving forward. These are commercial grade pool furniture that over time we'll get better value than what we've had previously.

- Financials Committee report given by James.
 - The HOA is on track for the highest operating budget amount since 2020 which is about \$100,000. We'll likely end up at year's end in a very positive financial place.
 - The Reserve's "Rainy Day Fund" is about \$150,000 vs about \$54,000 in 2020. This board has been fiscally conservative even though there has been major work done on the cabana, pool surface, flower beds. We've only gone up a little over 7% on dues since 2020 whereas many HOAs have gone up over 40%.
- Rental Update Committee report.
 - Skipped for this session as nothing formal was prepared.
- Management report by Lauren.
 - There were 32 ACC requests, 225 calls received, 7 resell certificates received, and 299 violations since the Sept 3rd meeting. Per James Thomas interjection we as an HOA do notice when properties are advertised but not registered and these will be followed up with the owners. Overall we all need to follow the agreed on rental rules.

VI. New Business

- Replace the metal fencing around the cabana over the winter
- Provide roofing improvements to the structure at Prescott and Fischer
- Powerwash the Preston Highland signs
- Irrigation work is needed since our system is approx 25 years old. Generally this means sensors and parts will be replaced as required
- board@phnfrisco.com is our new board email address
- A reminder was given to contact CMA in 972-943-2800 in case of emergencies such as a sprinkler bursting.
- March 3rd, 2026 will be our next general session board meeting.

VII. Homeowners Wanting to Address the Board

Homeowners voiced their inquiries and the board and Lauren answered. Guidance was also given regarding the rental process.

VIII. Adjournment

James motioned and Deb seconded to adjourn the Open Session at 7:45 PM

IX. Executive Session

The board unanimously adjourned the Executive Session at 8:35 PM