

# Preston Highlands HOA Board Meeting

General Session  
MINUTES  
September 3rd, 2025

## I. Call to Order

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

## 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 June 2nd, 2025 Board Meeting Minutes at 6:35PM

Debra Nelson made a motion to approve the June 2nd General Session meeting minutes as written, seconded by James Thomas. The minutes were approved unanimously as written.

## IV. Haven Landscaping and Irrigation re-routing

Discussed the sprinkler re-routing at the pool area's west entrance and the potential costs. The board voted and unanimously approved the \$1,590 for the new sprinkler system.

## V. Committee Reports:

- Management report by Lauren. There were 30 ACC requests, 184 calls received, and 329 violations since June 2nd.
- Social Committee report given by Debra. The Annual Fall Festival/Truck or Treat was mentioned and the need for volunteers. Kids and neighbors have loved in the past and Pam O'Neil will need help.
- Landscaping Committee given by Debra. No updates given the wonderful rain. There will be more news later this fall when a bridge over the stream at the green space near the apartments is built. The pool furniture that had been mentioned in June was delayed due to supply chain issues.
- Communications Committee report given by John.
  - President updated our PHN website and it looks great.
  - Meeting coming with a person who can take on some of the responsibilities for the website.
- Amenities by James. We have a new pool vendor and the kiddie pool was fixed and is working well. The pool will stay open until the end of October (6 months every year). We put up a sign saying there were cameras at the pool and the inner gate is now functioning.
- Financials Committee report given by James.

- o The budget was voted on by the board and was unanimously approved. The dues are going to be the same year over year at \$520 annual assessment fees but we will be going up on slight amount on the rental registration fees.
- o The auditors went through our budget and said that everything looks butt but that a reserve should be done. We do have a reserve that will be in effect as of January 2026.
- Rental Update Committee report by Barb.
  - o We are at cap and any new purchases in the neighborhood have to go on a wait list. If anyone wants to rent they have to register on the CMA site. Any home purchased after Feb 1, 2022 is not grandfathered and is subject to cap and the wait list.
- Management report by Lauren.
  - o There were 30 ACC requests, 184 calls received, and 329 violations since June 2nd.

#### **VI. New Business**

- The Design Guidelines were also voted on by the board and unanimously approved.
- There was also a discussion of sending the newly approved Design Guidelines out via mail to every homeowner.
- The next meeting will be December 1st 2025

#### **VII. Homeowners Wanting to Address the Board**

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

#### **VIII. Adjournment**

James motioned and Lee seconded to adjourn the Open Session at 7:21 PM and was seconded by Lee.

#### **IX. Executive Session**

- The board unanimously adjourned the Executive Session at 8:30 PM