

PRESTONWOOD COUNTRY CLUB CONDOMINIUM ASSOCIATION, INC.
DRAFT MINUTES v. 2—BOARD OF MANAGERS MEETING – May 26, 2026
The Clubs of Prestonwood—The Creek

Board Members: Jim Eason, Susie Brown, Rick Wilson, Ky Scott, Malena Marshall, Erica Clem, Johnna Gray, Amanda Wells
Absent: Nancy Baker

Operations Manager: Carrie Bailey

Owners Present: Wanda Brinlee, Pat Esser, Martha Burks, Phyllis Wells, Janice Moore, Nancy Hopper, Rojin Abdolmalaki, Cynthia Criss, Estella Shaw for Delisia Jackson, Cathy Gross for Laura Stolk, Ashley Farley, Shawn Hall, Chris Unger, and Tanya Dominguez

DETERMINATION OF A QUORUM—There is a Quorum

I. EXECUTIVE SESSION – 6:00 PM

II. CALL TO ORDER— 6:05 p.m. by Amanda Wells.

III. MINUTES – Motion to approve the Minutes of the March 24, 2026, Meeting. Motion to approve by Ky Scott - passed with one abstention. [NOTE: Approval of these minutes is negated because 4 board members had not received the minutes. This will be on the next Board Meeting Agenda.]

IV. BOARD ACTIONS TAKEN BY EMAIL: On 5/16/2026 the board unanimously approved filing for a 60-day continuance in the GAF lawsuit.

V. EXECUTIVE SESSION SUMMARY/VOTING

A. Unit 1115 – Assessment Deferment Request. The owner of Unit 26 requested that assessments be waived during a period of unemployment. The board discussed and declined to waive assessments. Jim made a motion: **Offer the owner of Unit 1115 a 12-month payment plan for outstanding and current assessments, or, alternatively, file a lien on the unit which will be collected when it sells. Motion passed.**

B. Unit 37 – Exterior Fountain Power Source. The owner of Unit 74 has installed a temporary power source to operate an exterior decorative fountain. The board determined that the temporary power source is improper. Motion made: **Direct the owner of Unit 37 to (1) have a permanent exterior electrical outlet installed by a licensed, certified electrician within 30 days; (2) remove the temporary power source within 5 days; and (3) keep the fountain basin empty until a proper electrical source is installed, to prevent mosquito breeding and algae accumulation. All costs are to be borne by the owner. Motion passed.**

VI. MANAGER’S REPORT – Carrie Bailey – Manager’s Report attached.

VII. UNFINISHED BUSINESS – See Manager’s Attached Report.

VIII. NEW BUSINESS – Carrie Bailey

A. Reserve Study Proposals. Reserve study proposals have been received from three vendors: Facilities Advisors, Reserve Advisors, and Lone Star Reserve Studies, with fees ranging from \$4,550 to \$5,450. All three vendors confirmed they can deliver completed reports by end of August 2026, allowing September for 2027 budget planning. Sample reports from each vendor will be reviewed before selecting a provider. Prior reserve studies were completed in 2014 and 2022; a Level 1 study is not required.

B. Governing Documents – Attorney Review. Operations Manager Carrie Bailey recommended that the association’s law firm, RMWBH, be engaged to develop documents for member approval to address inconsistencies in the Declaration and Bylaws in three areas:

1. Assessment and voting calculations:

a. The Declaration defines assessment calculation based on bed and bath counts combining 10 floor plans into 7. This makes square footage variances of 15% for 2 bd/2.5 baths, 21% for 1

bd/ 1 bath and 40% for 3 bd/2.5 baths. For more than a decade the assessment calculations have been based on actual square footage.

b. The Declaration defines voting calculation based on percentage interest in the General Common Elements (based on the 10 floor plans.) Basing voting weight on square footage would make it consistent with assessment weighting.

2. Bylaws Article V Fiscal Management, 3. Insurance., paragraph 2 states that when one condo is damaged and the cause originates in another condo the Association “shall promptly make repairs” or authorize the damaged unit’s owner to make them and “receive association reimbursement.”

This paragraph puts unmanageable responsibility on the Association, would tie up thousands of dollars for extended periods and jeopardize insurance payouts from both owner’s policies. These situations occur frequently; we have 6-7 per year.

Jim made a motion: **Direct RMWBH to provide a cost estimate for drafting proposed amendments to the Declaration and Bylaws to address the identified inconsistencies.**

Marlena 2nd. **Motion passed.**

C. Financial Reporting Standards and Oversight Instruments Resolution – Ky Scott wrote and submitted a resolution requesting changes to the board’s financial reporting package. Operations Manager Bailey presented responses to the four policies outlined in the resolution and pointed out that a resolution is a legal document that is recorded and becomes one of the governing documents. Therefore, resolutions are normally prepared by attorneys. Discussion revealed that several board members, including the resolution’s author, had not received the May 22, 2026, financial package. After discussion, a motion was offered to vote on the resolution as written; however, as several board members had not received the revised financial package, Jim Eason moved that the matter be tabled and carried to the next regular board meeting pending confirmed receipt of all materials by all board members.

D. Collection Actions – Units 121 and 130. Collection actions for unpaid assessments have been assigned to the association’s law firm, RMWBH, for Units 121 and 130. Both owners have vacated their units and have not responded to emails, phone calls, certified mail, or text messages requesting updated contact information.

E. Building Committee – Unit 271 Unauthorized Construction. After remodel plans were approved for Unit 271, the owner demoed and reframed the unit, changing the floor plan and repositioning both the upstairs and downstairs fan coil units and thermostats without approval. A stop work order was issued requiring a structural engineer’s report approving the new framing and requiring plans for the unapproved HVAC changes to be submitted. The owner acknowledged at a pre-construction meeting that moving the HVAC equipment required prior approval. An engineer’s report was submitted but was inconclusive as to whether the work met structural requirements. The Building Committee decision, following precedent: (1) the owner must separate the condensate lines from the shared lines with the adjacent unit; (2) the owner must hire an outside contractor to replumb and install new HVAC units and thermostats; and (3) a legal filing will terminate the Association’s obligation to maintain the HVAC equipment in Unit 271.

IX. OFFICER & COMMITTEE REPORTS

A. TREASURER’S / FINANCE REPORT – Jim Eason. Report attached. Year-to-date total income: \$859,000. Total operating expenses: \$663,000. Total reserve and other expenditures: \$157,900. Total expenses: \$821,434. Net income: \$37,750. Insurance fire payment received of \$61,861. Bank balances: cash on hand \$277,600; reserve funds \$371,798; available reserve funds \$196,176.

B. BUILDING – Amanda Wells (Chair). A comprehensive property inspection has been completed by the Building Committee. A prioritized work list with photographs has been assembled covering items including new signage, power washing, and potential balcony decor improvements. The committee welcomes additional board members to join.

C. BYLAWS & RULES – Malena Marshall. More than 30 violations were documented during April property reviews. Monthly property-wide compliance reviews are now underway. The majority of April violations were vehicle related. In response to challenges with hanging placard identification, the committee has decided to transition from hanging placards to parking stickers.

Homeowners should watch for an upcoming notice with vehicle registration and sticker distribution instructions.

D. LANDSCAPE. The Landscape Committee is meeting every Tuesday at 7:00 p.m. Ten boxwood plants have been installed. Mulch is continuing to be laid throughout the property. The committee is developing a capital budget proposal for 2027, reviewing flower bed plans, soliciting irrigation bids, and focusing initial attention on the west end of the property. Homeowners interested in joining are encouraged to attend.

E. GOVERNMENT AFFAIRS – Rick Wilson. (1) Oncor Power Line Reconstruction: Following outreach in January 2026, Oncor completed reconstruction of the main power feed serving the complex at Copperwood and Preston Road, raising the main grid approximately ten feet, relocating lines to a new pole, and removing a deteriorated pole. Work was completed within one week of the service ticket being filed. (2) Traffic Signal – Country Club Drive and Preston Road: The City of Dallas has announced a \$35 million budget deficit, placing the previously advanced signal request (SR 25-00428911) on hold. The Government Affairs committee is pursuing alternative strategies including direct consultation with Councilman Roth and potential escalation to TxDOT at the state level.

F. COMMUNICATIONS – Susie Brown. The most recent community newsletter has been distributed by email and is available on the association website portal. The newsletter includes information on parking violations, community rules, and upcoming social events. Homeowners are encouraged to read the newsletter for timely community information.

G. SOCIAL & HOSPITALITY – Johnna Gray / Erica Clem. Upcoming events: (1) Luau Pool Party – Saturday, May 30, 2026, 2:00–4:00 p.m., food, beverages, and a selfie station; photos may be featured in the next newsletter. (2) July 3rd Independence Day Celebration – tickets on sale mid-June; purchase early. Future events under consideration include a Mah-jongg club and a plant propagation party in coordination with the Landscape Committee. A social committee planning meeting will be held in June.

H. COMMUNITY NETWORKING – Malena Marshall reported for Nancy Baker. Beware of ongoing scam attempts.

X. MEMBER COMMENTS

A. Wanda Brinlee: Reported that the flashing solar safety light at the Preston Road entrance is not charging adequately and appears significantly dimmer than in prior years. Vehicles are not consistently stopping before the driveway apron now that the light has been repositioned further north. Suggested returning the light to a more visible location. Management noted the issue is under review, and the light will be repositioned or replaced if recharging does not restore function.

B. Homeowner Rojin Abdolmalaki - Raised three recurring concerns: (1) after-hours HVAC emergency dispatch calls have required 45-minute to one-hour hold times for five years; (2) pool hygiene has been inconsistent with the contracted cleaning schedule (3) concrete and pavement conditions on interior streets present trip hazard. Management responded regarding the pool: the service schedule was recently changed from Monday/Wednesday/Friday to Tuesday/Thursday/Saturday; weather affects contractor scheduling.

XI. MEETING ADJOURNMENT – Motion to adjourn. All approved. Meeting adjourned.

The next Board Meeting will be on July 28, 2026, at 7:00 p.m. **[NOTE: Following the meeting the board approved adding a meeting on 6/9/2026.]**

Rick Wilson, Vice President for Susie Brown, Secretary