

PRESTONWOOD COUNTRY CLUB CONDOMINIUM ASSOCIATION, INC.
APPROVED MINUTES—BOARD OF MANAGERS MEETING – August 25, 2026
The Clubs of Prestonwood—The Creek

Board Members Present: Jim Eason, Nancy Baker, Susie Brown, Rick Wilson, Erica Clem, Johnna Gray, Amanda Wells

Board Members Absent: Ky Scott, Malena Marshall (was on Meets, but lost connections during Executive Session)

Operations Manager: Carrie Bailey

Members: Martha Burks, Dane Cofer, Shawn Hall, Sushma & Tony Peters, Cecilia Gray, Marilyn & David Campbell, Cathleen Gross for Laura Stolk, Rojin Abdal, Elizabeth Santamaria, Delisha Day, Aruna Sangram, Cynthia Criss, Tanya Dominguez, Maritza Rodriguez.

- I. **DETERMINATION OF A QUORUM**—There is a Quorum
- II. **EXECUTIVE SESSION**
- III. **CALL TO ORDER** – Open Session 7:15 p.m.
- IV. **MINUTES REVIEW & APPROVAL FOR 7/28/2026 MEETING – Motion to approve by Rick, second by Jim, all approved.**
- V. **MANAGER’S REPORT**
 - A. **UNFINISHED BUSINESS-OPERATIONS**
 1. **Mansard Roof Replacement.** Roof replacement punch list items remain outstanding. Materials are on-site and installation is scheduled to begin by next week.
 2. **HVAC Systems.**
 - a. One outstanding heating system leak is scheduled for repair. No new heating system leaks have been identified in the past two weeks.
 - b. Precision Water Technologies, the HVAC water treatment vendor, bid \$645 to replace the blow-down valve(solenoid). It would not shut off, which allows the water level in the cooling towers to get low, which then allows the sediment in the bottom to clog the line. It was approved on 8/12 and completed on 8/13.
 3. **Building Repair and Renovation.**
 - a. Work is in process on Unit 15935 Stillwood.
 - b. Light fixtures were replaced in the corridor and outside for 15909 Coolwood.
 4. **Landscaping** – Dry conditions have required additional watering by the Staff.
 5. **Pool** -Water Works began service on 8/1/2026. After multiple chemical treatments and equipment adjustments to restore the pool’s condition (additional labor and chemical costs of \$1,609.95), the pool reopened on 8/7/2026 at 3:00 p.m.
 - a. A flow meter and other needed equipment will be installed.
 - b. The deep-end light repeatedly fell from the niche causing several closings. On 8/17 the fixture was removed. After swimming season, the pool will be drained and both light niches reworked to meet current code. Also, both fixtures will be changed to LED as the existing halogen fixtures use excessive electricity and generate significant heat.
 - c. Drain line for backwashing has limited flow. A plumber will evaluate options.
 6. **Fire Damage 9/6/2025**
 - a. Unit 2079 is nearing completion
 - b. The owner of 2078 has abandoned the condo without completing repairs. Cabinets, texture, paint, trim, paint and flooring need to be done. Working with legal and insurance company to determine next steps.
 - c. On 8/20 the staff found the bedroom ceiling in 2075 was close to falling. This is normally an owner’s expense, but smoke damage from the fire required the removal and replacement of the attic insulation. Therefore, the replacement is being reviewed by the adjustor for insurance coverage.

7. **Sewer Line Backup** – Unit 129. On July 19, 2026, a sewer line backup completely flooded Unit 129 (currently vacant and in collections with law firm RMWBH). Remediation is in progress, including removal of all flooring, removal of sheetrock (two feet from floor), and removal of destroyed base cabinets. Recovery of remediation costs is pending clarification of foreclosure and owner insurance status.

B. UNFINISHED BUSINESS - ADMINISTRATION

1. **Insurance Certificate Tracking** – Ongoing.
2. **Occupancy and Sales.** Approved leases: Cap is 50, 50 are approved to lease, 1 is on the waiting list and 6 are on hold because they are not ready to lease.
3. **Foreclosed/Abandoned/Deceased** – 4
4. **Year-to-date sales:** 12.
5. **The City of Dallas** changed billing systems in May. That conversion established new account numbers and eliminated the old numbers requiring online searches to determine what the new numbers were for each account. (we have 5 residential accounts and one commercial account). The billing for commercial accounts is still not functioning so the June, July and August water charges to owners are based on past bills. The conversion also deleted auto-payment data requiring new set up for all accounts.
6. **Shell Energy** converted their billing system in June, and the association's auto-draft was deleted in the process. As a result, a late fee of \$880.92 was charged; Shell Energy has confirmed the fee will be refunded within 2 months.
7. **Car registration and new permit distribution** Rollout is proceeding building-by-building to allow staff time to process registrations. Outreach is currently limited to owners registered on the resident portal; a separate process will follow for tenants, family members, and owners not using the portal.
8. **Legal** -RMWBH, the associations law firm, Sipra Boyd, is working on drafts of revisions for Member approval to address inconsistencies in the Declaration and Bylaws regarding assessment and voting calculations and the association's responsibilities when a loss occurs.
9. **Reserve Study** - Reserve Advisors' engineer, Mitchell Korn is scheduled for the site visit on 9/8/2026.
10. **Reinspection's for storage violations on patios/balconies** are being scheduled.
11. **Collections** procedures are in process for 4 condos.

C. NEW BUSINESS

1. **BOARD ACTIONS TAKEN BY EMAIL - On 8/18/2026 the Board unanimously approved by electronic vote the purchase of a \$100,000, 12-month, No-Penalty CD from Credit Union of Texas at 3.44% for Insurance Deductible. This vote was ratified in the meeting: Motion by Amanda, second by Rick. Passed unanimously, combining the prior electronic vote with members present.**
2. **EXECUTIVE SESSION SUMMARY /VOTING**
 - i. **Waiver of Late Fees – Account 130 (Foreclosed Unit).** The first lien holder foreclosed in July 2026; because the Association's lien is subordinate, the Association's claim on the property was extinguished and the outstanding balance is uncollectible absent separate legal action against the former owner. **Motion was made to wave \$2,931.55 in Late Fees and Fines reducing the Bad Debt Expense to \$7,698. Motion made by Rick, second by Amanda, passed unanimously.**
 - ii. **Adjustment of Late Fees – Account 182 (Guardianship Awarded).** The owner had to be moved to a memory care facility by Adult Protective Services in the Spring of 2023. Because there were no family members, the owner's attorney helped a friend establish legal guardianship to be

able to access her funds. Because the assessments and utilities were being brought current, the attorney and guardian requested that the late fees be waived. **Motion by Amanda, Account 182. waive late fees for period before guardianship was established but charge for the period after and until the account is current. Second by Jim, all approved.**

- iii. **GAF Roofing Lawsuit Settlement.** The board reviewed the settlement document. **Motion by Johnna, accept the settlement document which is a \$75,000 from GAF to PWCCCA. Second by Jim - passed unanimously.** Hallett Perrin will cap legal fees at \$25,000.

VI. OFFICER & COMMITTEE REPORTS

- A. **TREASURER'S / FINANCE REPORT – Jim Eason.** Cash on hand: \$163,572. Reserve account: \$526,591. The Association's loans were paid in full as of July 31, 2026.
 - B. **BUILDING – Amanda Wells** - A number of units have sold this year; the committee is monitoring associated renovations. Two owners are in violation of approved renovation plans; one is scheduled for a Board Hearing in the September Executive Session. The other owns two units and is being handled with the Association's legal team, which requires HVAC and electrical inspections before further action is taken.
 - C. **BYLAWS & RULES.** No report; Committee Chair (Malena Marshall), attending remotely via Google Meet, was not connected/present in the meeting at the time this report was called.
 - D. **GOVERNMENT AFFAIRS – Rick Wilson.** (1) An unburied, non-traditional bulk coax cable belonging to Spectrum has been left running along/near the sidewalk in the Copperwood alley; Government Affairs has been in ongoing, difficult contact with Spectrum's regional dispatch and service manager, who confirmed the cable requires permitting with the City of Dallas to be buried. A follow-up incident the prior Monday involved a technician leaving a pedestal improperly reassembled in the same area, creating a trip hazard a resident nearly encountered; the cable was wrapped in caution tape as an interim safety measure, and Government Affairs is pressing Spectrum to hold its vendors to a higher standard given the residential (not commercial/farm) setting. (2) Separately, underground utility/fiber work appears to be progressing near the Keller Springs area, including a splice beneath the creek between Keller Springs and the Country Club Drive dead-end.
 - E. **COMMUNICATIONS – Susie Brown.** The next community newsletter will be distributed in September.
 - F. **SOCIAL & HOSPITALITY – Johnna Gray / Erica Clem.** The committee is planning a Halloween event, with an idea under discussion for a pumpkin-patch style photo opportunity for residents. A planning meeting will follow.
 - G. **COMMUNITY NETWORKING – Nancy Baker.** Reported that owner Lori Smith's daughter, London, was a counselor at Camp Mystic during the flood last July 4th and was able to lead the children in her cabin to safety. Other reports involving city and police activity. Informational only; no board action taken.
- VII. **MEMBER COMMENTS**-Included questions about the GAF lawsuit and settlement, the new pool service and adding a "no soliciting" sign. Appreciation expressed for the staff and for the flashing light installed on Preston Rd.
- VIII. **MEETING ADJOURNMENT**- Motion to adjourn was approved. Meeting officially adjourned at 8:14 p.m.

The next Board Meeting will be on September 22, 2026.

Minutes compiled by Rick Wilson with AI assistance; Susie Brown, Secretary