

**Highland Knolls Homeowners Association
Board of Directors Meeting
May 13th, 2026**

The Board of Directors meeting of Highland Knolls Community Association was held on May 13th, 2026 at the Crest Management offices 17171 Park Row, Suite 310, Houston TX 77084 and virtually Via Microsoft Teams

Directors Present: Jeff Taylor, Robin Aranza, Andre Siatka, Rob Swearington and Juan Garcia

Directors Absent: None

Also in Attendance: Beth R, representing Crest Management

Executive Session: Due notice having been given and a quorum present, Executive Session was called to order at 5:34 p.m.

Open Session: Open session was called to order at 6:37 p.m

Executive Session Summary: Beth summarized Executive Session discussions.

Disposition of Minutes: A motion was made, seconded, and carried to approve the Minutes of the April 8th, 2026 Board of Directors meeting.

Financial Report: Beth R. presented the April 30th, 2026 financials noting total cash of \$461,898.53 total capital reserves of \$735,089.23, and total non-capital reserves of \$60,820.84. The Association has collected 93.3% of the 2026 assessments.

Business:

A. Review of Decisions Made Between Board Meetings

- None

B. Initiation of Collection Actions, Foreclosure Actions, and Deed Restriction Enforcement Actions:

- A motion was made, seconded, and carried to turn accounts 1401802055 (repair chimney trim), 1400101032 (resod), 1401101007 (resod), 1401701008 (miscellaneous items), 1400401066 (resod), 1401501006 (mildew), 1401103004 (resod), 1400301010 (holiday decorations), 1401102037 (resod), 1400701034 (resod) over to the Association's attorney to pursue deed restriction violations noted on the Enforcement Action Report and to proceed through lawsuit, if necessary.
- A motion was made, seconded, and carried to turn all accounts owing more than \$600 over to the Association's attorney for collection actions.

- C. Review and Consider Landscape Maintenance Proposals-** A motion was made, seconded, and carried to approve the landscape maintenance contract presented by SunGrow and approved by the Association's attorney.

D. Other Business

- **Tree trimming Proposals-** A proposal from Greenleaf Arbor Services was reviewed and tabled to get more information from the contractor.

Homeowner Open Forum: No homeowners present.

Schedule the Next Meeting: The next meeting is scheduled for June 10th, 2026 at 5:30pm.

Adjourn: There being no further business to come before the Board, a motion was made, seconded, and carried to adjourn the meeting at 7:22 p.m.

Approved: _____

Board Member

6/10/2026

Date

JEFFREY A. TAYLOR