

Pine Hollow Homeowners Association  
Board of Trustees Regular Meeting  
May 8, 2007

**ATTENDEES**

Nancy Kozanecki – Recording Secretary / Trustee  
Linda Pancharez – Association Manager  
Regina Blue – Trustee  
Ron Ricaldi – Trustee

**CALL TO ORDER**

The meeting of the Board of Trustees was called to order by Nancy Kozanecki at 7:00 pm. A quorum was present so that business could be conducted.

**TRUSTEE REPORTS**

DD#4 and City Meeting, Monday, May 14<sup>th</sup> 5:30 pm at City Engineering Offices  
MUD meeting, Tuesday, May 22<sup>nd</sup> at 6:00 pm at Library  
Quarterly Meeting, Wednesday, May 23<sup>rd</sup> at 7:00 pm at Library.  
ARC meeting, Monday, June 4<sup>th</sup> at 7:00 pm at John's.  
Trustee meeting, Sunday, June 10<sup>th</sup> at 4:00 pm at Nancy's.  
Goals and Aesthetics Committee meeting, Tuesday, June 12<sup>th</sup> 8:30 pm at Sonya Clauson's.

**SECRETARY'S REPORT**

*Approval of Minutes*

Minutes from Regular Board Meeting on 04/15/07.

Minutes were approved with no correction

Minutes from Community Meeting on 04/15/07.

Minutes were approved with no correction.

**TREASURER'S REPORT**

*Financials*

Linda distributed the corrected April financials. So far, things look good for the HOA

**MANAGERS REPORT**

*2007 Assessments*

Approximately 10% of the subdivision has not paid their 2007 assessments. The next step is to send those who have not paid to the attorney. Those who have not paid will also be assessed all postage incurred by the HOA for the required notifications and registered – return receipt.

*Easement Damage by Ditch 6, 9 to Pine Forest*

The contractor has completed repairing the damaged easements. A request was made to Linda to send the bill to the homeowner responsible for the damage and copy Charles Jordan on the letter.

**OLD BUSINESS**

*Status of Goals*

*Complete*

- Upgrade Pine Valley Fountain to "Pondless"
- Upgraded Website
- Established Constant Contact for E-Mail Distribution
- Improve Landscaping on Subdivision Islands – Pinehurst/Pine Forest
- Oversee Installation of Stop Light at Intersection of 518 and Pine Hollow Main Entrance
- Develop and Implement Plan to Address Flooding in Subdivision
  - Engineering Study has been completed

*In-Progress*

- Develop and Implement Plan to Address Flooding in Subdivision

- Draft review has been completed, waiting on final report
- Deeding of Detention Ponds To Or Passing Maintenance Responsibilities to a Governmental Agency
  - City of Pearland has responded to the HOA resolution. The City is seriously considering taking over all detention ponds in Pearland.
- Financial Audit
  - No update
- Landscape Reiser Court Easement
  - The work will be done on May 20<sup>th</sup>, weather permitting
- Replace Entrance Sign on Pine Hollow Drive
  - Waiting on permit from City of Pearland. Held up due to an ordinance problem. The modified ordinance should be submitted for Council approval in June. Workshop held in May and Nancy verified that the required change is in the draft Unified Development Code document. P&Z will be having another workshop on June 4<sup>th</sup> to resolve other changes to this ordinance.
- Tax Exempt Organization
  - No Update
- Revise Delinquent Dues Policy
  - Waiting on response from attorney concerning \$25 fee referred to in DCR and whether or not usury laws apply
  - The policy has been updated to reflect that all postage associated with delinquent dues is the responsibility of the homeowner.

*No Progress*

Canopy for Park Equipment – *Stretch* – No funding

*Hike and Bike Proposal for City of Pearland*

Council has voted to include hike and bike trails in the upcoming bond election

*Easement Issues*

Standing Water Behind Homes on Pine Branch Drive

Nancy Kozanecki and Brian Dietrich addressed the standing water issues along Ditch #6. This team saved the HOA over \$3,000 by donating their time and effort to fix the problem. The overall cost of the project was approximately \$180 to pay for a sod cutter and PVC piping/collector.

There is still a small problem behind 3707 Pine Branch which will be resolved by relocating the grass from the Reiser Court landscaping project to this area.

This area now drains and the mowing company can finally mow this area without getting stuck in the mud and water.

Standing Water Behind Homes on Pine Crest Drive

A portion of this will be resolved by relocating the grass from the Reiser Court project to this area. The labor will be provided by those volunteers involved with the Reiser Court landscaping project.

Further work might be necessary. This will be evaluated after the Reiser Court landscaping project to determine the best course of action.

Standing Water on Pine Hurst Easement

Lisa Darby from time to time has left over sand, dirt and other materials that can be used as fill on the easements. Typically, this material is just dumped. An agreement has been reached with Lisa to use this material and fill in the low areas on the Pine Hurst easement.

Fencing and Bushes by Ditch #6

Nancy Kozanecki has removed the tree and associated rebar and snow fencing that was left on the easement after construction of the neighborhood. Most of the material has been cleaned up but some bigger pieces of concrete and debris are left that were too heavy to move.

A request was made to Linda to have the handy man come in and complete the clean up of the area where the fencing and bushes were located.

Newsletter Advertising

The attorney stated that the HOA can do free advertising and put limitations as to which groups are eligible for free advertising as long as the policy is not discriminatory. A request was made to Nancy to develop a policy concerning free advertising in the newsletter for approval by the Board.

Emergency Reserve

The draft version of the Emergency Reserve policy was reviewed by the Board. One change that is necessary how the initial required fund balance will be reached. A request was made to Nancy to update the Emergency Reserve policy incorporating the rules of establishment until the minimum fund balance is reached.

Legislative Session

Mike O'Day acknowledged the HOA's letter concerning HB 1630. If passed, will affect the operation of HOA and all sub-committees by subjecting these entities to the Open Meetings Act and the Open Records Act.

**NEW BUSINESS**

Newsletter

The next newsletter is scheduled to go out mid-July. Articles will be due by July 1<sup>st</sup>.

Marcaccio Property

The Reserve owned by Marcaccio as been transferred back to Renee West

Extra Summer Patrol

A request was made to Linda to have Officer Vance add one additional patrol each week during the months of June – August.

Estimate to Trim Trees on Islands

An estimate was received by the Board to trim the trees on the entrance islands. The cost was estimated to be \$2700. The Board decided to table this issue.

**EXECUTIVE SESSION**

An executive session was held during this meeting.

**ADJOURN**

The meeting was adjourned at 8:00 pm.

Approved:

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Nancy Kozanecki, Recording Secretary & Trustee

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Member, Board of Trustees