

Pine Hollow Homeowners Association
Board of Trustees Regular Meeting
September 16, 2007

ATTENDEES

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

CALL TO ORDER

The meeting of the Board of Trustees was called to order by Nancy Kozanecki at 4:15 pm. A quorum was present so that business could be conducted.

TRUSTEE REPORTS

MUD meeting, Tuesday, September 25th at 6:00 pm at Library
ARC meeting, Monday, October 1st at 7:00 pm at John's.
Trustee meeting, Sunday, October 14th at 4:00 pm at Nancy's.
Newsletter Deadline, Friday, October 5th
DD#4 and City Meeting, Monday, October 8th 5:30 pm at City Engineering Offices
Newsletter Mailout, week of October 15th.
Goals and Aesthetics Committee meeting, Tuesday, October 9th 8:30 pm at Sonya Clauson's.
Quarterly Meeting, Wednesday, October 24th 7:00 pm Library

SECRETARY'S REPORT

Approval of Minutes

Minutes from Regular Board Meeting on 08/19/07.

Minutes were approved with no correction

Minutes from Executive Board Meeting on 08/19/07.

Minutes were approved with no correction.

TREASURER'S REPORT

Financials

A question was raised concerning a charge from EDS that may be wrong. The charge is exactly what Champions charges for mowing of the detention ponds. A request was made to Linda to verify that this is an EDS charge and not a Champions charge paid to the wrong person.

Audit

The draft audit was presented to the Board. The Board pointed out that the HOA does have a capital inventory plan yet the audit does not reflect this.

A request was made to Linda to meet with the auditor to explain the findings as well as to understand why the capital inventory plan was not reflected in the audit.

Tax Exempt Status

Documents are being prepared for submission.

Pine Valley Water Bills

The Pine Valley water bills were reviewed by the Board.

MANAGERS REPORT

No report.

OLD BUSINESS

Status of Goals

Complete

- Replace Entrance Sign on Pine Hollow Drive

- Base sign has been installed. Contractor should finish by the end of month
- Develop and Implement Plan to Address Flooding in Subdivision
 - 90% drawing are now available as well as the Final Report
 - The pipeline companies and the City of Pearland are reviewing the construction drawings
- Financial Audit
 - Draft submitted to the Board for review and approval.

In-Progress

- Deeding of Detention Ponds To Or Passing Maintenance Responsibilities to a Governmental Agency
 - The HOA has been requested to draft a charter for this committee
- Tax Exempt Organization
 - In Progress
- Fence at Park – *Stretch*
 - The City has approved \$3500 towards this project. The Pipeline company needs to give permission to the City that the fence can be erected.
 - MUD 18 has offered to help pay for the fence at the park.
- Canopy for Park Equipment – *Stretch* – No funding
 - Still waiting on response from the City of Pearland

Hike and Bike Proposal for City of Pearland

This is still being considered as part of the 2008 – 2009 budget for the City of Pearland

Mowing/Landscaping Contract

The revised bids were reviewed.

A request was made to Linda to contact the lowest bidder to arrange for a meeting with the Board to review the bid and responsibilities on 9/25, 9/29 or 9/30.

2008 Assessment Rate

A motion was made by Nancy and seconded by Ron to set the 2008 Assessment rate to \$315.

The motion was approved unanimously

NEW BUSINESS

Keep Pearland Beautiful Grant

A motion was made by Ron and seconded by Regina to approve the Keep Pearland Beautiful Grant application for \$1200 for the Pine Valley and Pine Forest Place landscaping project.

The motion was approved unanimously.

Detention Pond Mowing Ditches 3 – 6

MUD 18 will no longer pay for mowing of detention pond #5 and portions of #6 since these detention ponds although in the MUD do not service the MUD.

A request was made to Nancy to contact the contractor to update the bid for the 2007 mowing season reflecting that the HOA is now responsible for Ditches 3 – 6.

Pinehurst Easement

A request was made to Linda to obtain a minimum of 3 bids from various landscapers to repair the Pinehurst easement damaged by the homeowner.

Fall Picnic

The Fall Picnic will be held on Sunday, October 28th from 2:30 – 5:30.

Attorney Meeting

A request was made to Nancy to see if Jordan was available for our next HOA Board meeting.

EXECUTIVE SESSION

An executive session was held during this meeting.

ADJOURN

The meeting was adjourned at 5:30 pm.

Approved:

Nancy Kozanecki, Recording Secretary & Trustee

Member, Board of Trustees