

Pine Hollow Homeowners Association  
Board of Trustees Regular Meeting  
February 9, 2008

**ATTENDEES**

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

**CALL TO ORDER**

The meeting of the Board of Trustees was called to order by Ron Ricaldi at 5:15 pm. A quorum was present so that business could be conducted.

**TRUSTEE REPORTS**

Nancy attended the City of Pearland Strategic Planning Session and reported that TxDOT has underestimated their revenues by \$1 billion dollars. TxDOT has already announced some projects which are going to be delayed or not done. This could affect any project which is being jointly done by the City of Pearland and TxDOT. The overall impact, if any, to the City and the cascade affect to the HOA is unknown at this time.

DD#4 and City Meeting, Monday, February 11<sup>th</sup> at 5:15 pm at City Engineering Offices  
City Attorney Meeting, Monday, February 11<sup>th</sup> at 6:00 pm at Council Chambers.  
Goals and Aesthetics Committee meeting, Wednesday, February 13<sup>th</sup> 7:00 pm at Sonya Clauson's.  
MUD meeting, Tuesday, February 26<sup>th</sup> at 6:00 pm at Library.  
Newsletter Deadline, Friday, February 29<sup>th</sup>. Articles need to be send to Regina.  
Trustee meeting, Sunday, March 9<sup>th</sup> at 4:00 pm at Nancy's.

**SECRETARY'S REPORT**

*Approval of Minutes*

Minutes from Regular Board Meeting on 01/13/08.

Minutes were approved with no correction

Minutes from Executive Board Meeting on 01/13/08.

Minutes were approved with no correction.

Minutes from Community/Annual Meeting on 01/23/08.

Minutes were approved with no correction

Minutes from Executive Board Meeting on 02/05/08.

Minutes were approved with no correction.

*Paperwork Reduction*

A proposal was made by Nancy that hard copies of the meeting notes are no longer printed for the Trustees since the meeting notes are e-mailed. A hard copy that requires signature and filing for the management company will still be made.

A motion was made to eliminate the hard copies of the meeting notes for the Trustees by Regina and seconded by Ron.

The motion was approved unanimously.

**TREASURER'S REPORT**

*Financials*

The accountant did not make the new reserve account, Emergency Reserves, in the 2008 Member Equity section and income/expense statement. A request was made to Linda to request that this account is created and to correct the financials to show that \$5,000 is now in this account and to reduce the balance in the Repair/Replace Reserve by \$5,000.

## **MANAGERS REPORT**

### IRS Approval

The HOA should find out by the end of the month whether or not the HOA will receive the tax exempt status by the IRS.

### 2007 Audit

The final audit documents are ready which reflect the capital improvement plan that the Board created last year.

### Delinquency Report

Approximately 100 residents have not paid their 2008 assessments. The accountant has made adjustments to the system so that late fees, interest, attorney fees and postage are now accounted for in those accounts that are delinquent.

## **OLD BUSINESS**

### Status of Goals

#### In-Progress

- Pine Valley/Pine Forest Landscaping
  - This is now in progress and close to completion.
  - A request was made to Linda to make sure that the first \$1000 of payment comes from the Deferred Grant account with the remaining to come out of the Landscape Improvements budget.
- Deeding of Detention Ponds To Or Passing Maintenance Responsibilities to a Governmental Agency
  - DD#4 is willing to discuss this matter further with the HOA.
  - The original plan of passing the property through the MUD in order to avoid the \$10,000 per acre charge is not acceptable by the DD#4 due to the volume of detention ponds (75 acres) that are within MUD #18.
  - A motion was made by Nancy and seconded by Ron to continue discussions with DD#4 to determine what the roles and responsibilities will entail for the HOA and DD#4 if deeding of the property was done
    - The motion was approved unanimously.
- PHE2 Detention Pond
  - DD#4 is willing to work with MUD #18 to accept the deed for this detention facility.
  - Nancy has already contacted the MUD to let them know of DD#4 offer. The MUD is interested at this time to discuss this possibility.
- Tax Exempt Organization
  - Documents have been sent to the IRS for approval.
- Fence at Park
  - The City will be drafting an agreement for this project.

### Acceptance of Reserves from West Development

No information has been provided by West Development to date.

### Pinehurst Easement

A motion was made by Nancy and seconded by Ron to accept the bid from Komp to repair the Pinehurst easement for \$4600 plus the cost of seeding.

The motion was approved unanimously.

A request was made to Linda to have Komp to schedule this work in March and that the bill will be divided equally by the three (3) homeowners which installed pools that caused this damage.

### Land Easement by Pine Valley

The Board has been contacted by the owner of the new strip mall by Pine Valley about a land easement.

The owner plans on attending the next Board meeting to discuss his proposal further.

Construction Deposit Policy

The attorney has agreed that a construction deposit policy can be enforced in order to ensure that residents do not do damage to the easements while constructing their projects  
A request was made to Nancy to develop such a policy per the attorney guidelines.

Detention Pond Mowing

A motion was made by Ron and seconded by Regina to accept the bid from Earthcare Management for \$7,500 for the maintenance of detention ponds 3 – 6. This will be at a cost savings of approximately \$3,000 for the HOA and \$2,300 to MUD #18.

The motion was approved unanimously.

A request was made to Linda to contact Champions and Earthcare about this decision. The Board would like Earthcare to pick up the contract in March if at all possible.

Wildflower Reserves

The City of Pearland is working on updating the ordinance to allow wildflower reserves within the City.

The current City Ordinance would require that all areas be mowed if the height exceeded 12 inches.

This will not work for wildflowers

A resident of Pine Hollow has donated \$100 towards the wildflower project.

Pipeline companies are requesting that the HOA does not do the wildflower projects and is offering to mow the pipeline easements where the wildflowers will be going in the future. The pipeline companies have issues about the wildflower hindering the ability of the pipeline company from detecting leaks.

The Committee is negotiating with the pipeline companies to determine where they will mow and how frequently so that the HOA will no longer be responsible for these areas.

Komp Horticulture

Clearing Along Fenceline at Pine Tree

The major clearing has been completed along this area. However, a request was made that further clean up of the debris is done. This is a drainage easement and the debris, although small but plentiful, can clog the drainage system.

Pine Valley Island

A request was made to Linda to have Komp provide a proposal to remove three pine trees and the stumps/roots plus the stump/roots of the pine tree that fell over on the Pine Valley island and replace the trees with two myrtles. This work should also include the filling in of the four (4) tree rings and sodding.

The trees that need to be removed are marked with a yellow band around the base of the tree.

Pine Valley Fountain Area

A request was made to Linda to have the contractor to start focusing on the area around the Pine Valley fountain to trim back all of the vegetation like the contractor did around the Pine Hollow entrance.

Landscaping around Pine Hollow Sign – Main Entrance

A bid was received by Komp for approximately \$1500 (including tax) to provide low landscaping around the Pine Valley sign.

A motion was made by Nancy and seconded by Ron to table this issue.

The motion was approved unanimously.

Wildflower Reserves

A request was made to Linda to inform Komp that they are no longer to mow the wildflower reserves after 3/8/08.

A request was made to Linda to find out from Komp the credit that the HOA will receive for not maintaining these areas any longer and how it will be applied.

**Substantial Tree Trimming**

The substantial tree trimming at the entrances still needs to be done. Especially the removal of the lower pine tree branches that have no needles on them as well as thinning out of the branches and raising of the canopy for the oak trees.

**NEW BUSINESS**

*Newsletter Items*

A request was made to Linda to provide Nancy with the language to add to the newsletter concerning the first notifications for mowing and mildew violation in the subdivision.

*Spring Fling*

The Kid's Committee has decided to cancel the Spring Fling event. The committee may do a Summer Fest as a replacement event however, this is still undecided at this point.

**EXECUTIVE SESSION**

An executive session was held during this meeting.

**ADJOURN**

The meeting was adjourned at 6:20 pm.

Approved:

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Nancy Kozanecki, Recording Secretary & Trustee

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Member, Board of Trustees