

Pine Hollow Homeowners Association
Board of Trustees Regular Meeting
December 14, 2008

ATTENDEES

Nancy Kozanecki – Recording Secretary / Trustee
Regina Blue – Trustee
Linda Pancherz – Management Representative
Gary Kerr – ARC Chairman
Charles Jordan – HOA Attorney
Margaret Maddox – HOA Attorney
Syed Raza – Classic Construction Company

CALL TO ORDER

The meeting of the Board of Trustees was called to order by Ron Ricaldi at 4:07 pm. A quorum was present so that business could be conducted.

TRUSTEE REPORTS

ARC Meeting, Monday, January 5th at 7:00 pm – Gary Kerr's house
Membership Meeting, Wednesday, January 7th at 4:00 pm – Friendswood Library
Trustee Meeting, Sunday, January 11th at 4:00 pm
DD#4 and City Meeting, Monday, January 12th at 5:30 pm at City of Pearland Engineering Conference Room.

SECRETARY'S REPORT

Approval of Minutes

Minutes from Regular Board Meeting on 11/03/2008.

Minutes were approved with no correction

Minutes from Community Meeting on 11/03/2008

Minutes were approved with no correction.

Minutes from Drainage Meeting on 11/10/2008

Minutes were approved with no correction.

TREASURER'S REPORT

A motion was made by Nancy and seconded by Regina to approve the 2009 final budget.

The motion was approved unanimously.

A request was made to Linda to determine why the financials are not adding correctly for the service contract column.

MANAGER'S REPORT

The 2008 audit should be available in the next couple of weeks.

A review of the maintenance items in the subdivision was done.

The check from the insurance to pay for the brick fence should be coming soon. The contractor will be scheduled as soon as possible to replace the fence.

OLD BUSINESS

Fountain Repairs

The initial fountain repairs have been made. The leak on the Pine Valley fountain has been fixed.

However, the leak at the Pine Hollow fountain continues

A motion was made by Nancy and seconded by Regina to approve an amount not to exceed \$500 to repair the leak at the Pine Hollow fountain.

The motion was approved unanimously.

Landscaping Contract

A motion was made by Nancy and seconded by Regina to accept the Landscaping contract from Nunez landscaping.

The motion was approved unanimously.

2009 Goals

The finalized 2009 Goals are:

- Execute Plan to Address Flooding Problems in Subdivision with Local Governmental Agencies
 - DD#4
 - Phase I Mary's Creek Bypass Improvements (518 to approximately first bend)
 - Ditch 8 Outfall Construction
 - City of Pearland
 - Construct East Mary's Creek Detention Facility
 - Decommission Detention Pond #9
 - City of Pearland & DD#4 - Temporary Weir Structure Work
 - Pine Hollow – Complete Construction of Drainage Projects (Target date: March 15)
- Deeding of Detention Ponds or Detention Pond Maintenance to Governmental Agency – Or Other Options
- Plan Estate Entrance Revamp for 2010 Implementation
- Oversee Fence Installation at Park
- Hike and Bike Trails – Joint Project with City of Pearland
- Improve Landscaping on Pine Hollow Dr Entrance Around New Sign by Volunteer Committee
- Financial Audit
- Improve Landscaping on Subdivision Islands - Pine Knot
- Improve Landscaping on Subdivision Islands - Pine Tree Court

Guideline Revisions

A motion was made by Nancy and seconded by Regina to approve the Storage Shed, Landscaping and Roofing Materials revisions to the Guidelines.

The motion was approved unanimously.

A request was made to Nancy to forward a copy of the new guidelines document and all policies to Charles Jordan for filing with the County Clerks office.

Easement Request for Pine Valley

Syed Raza from Classic Construction Company requested an easement from the HOA to allow a driveway to be built from his business center to Pine Valley. Drawing were submitted of the proposed plan and reviewed. Mr. Raza also stated that if the HOA granted the easement, his organization would maintain the property closest to the business center.

A motion was made by Nancy and seconded by Regina not to grant the easement request by Syed Raza
The motion was approved unanimously.

Fences

A discussion concerning the fences that were damaged by Hurricane Ike occurred. Consensus was reached to keep the December 31 deadline for fence repairs to be completed.

In mid-January an evaluation of the entire neighborhood will be done for Hurricane Ike violations as well as other violations. Postcards associated with Hurricane Ike will be worded in such a manner to encourage the resident to contact the management company about a timeline for completion of repairs.

Three standard notifications will be sent by March 31, 2009. In the event a resident has not completed the repairs or has not contacted the management company, the final 209 letter will be sent in April.

NEW BUSINESS

Island Landscaping Projects

The Pine Knot Island and Pine Tree Island have been budgeted for 2009.

A motion was made by Nancy and seconded by Regina to approve \$4,400 for the Pine Tree Island and \$5,900 for the Pine Knot Island landscaping as proposed by Lisa's Landscaping and Design

The motion was approved unanimously.

Pine Hollow Entrance Landscaping

A new volunteer committee has been formed to execute the Pine Hollow Entrance landscaping around the new sign. This project will be done in the spring
A motion was made by Nancy and seconded by Regina to approve \$1,000 for the landscaping around the new Pine Hollow entrance sign.
The motion was approved unanimously.

Camera Installation

A resident at the last HOA meeting asked about installing cameras along some of the streets in order to help deter crime in the neighborhood.
Linda stated that the management company has been looking into this for another community.
A request was made to Linda to bring in a sample camera.
A request was made to Linda to contact Centerpoint Energy to see if the HOA could mount the cameras on the light poles.

Temporary Construction Easement

A request was made by the City of Pearland for a temporary construction easement at the Estates entrance.
According to the Project Manager, Andrea Brinkley, the sign and the fountain will not be disturbed as part of this project. The HOA had already removed the electrical and other items 2 years ago to make way for this project.
A motion was made by Regina and seconded by Nancy to approve the Temporary Construction Easement
The motion was approved unanimously.

EXECUTIVE SESSION

An executive session was not held during this meeting.

ADJOURN

The meeting was adjourned at 6:45 pm.

Approved:

Nancy Kozanecki, Recording Secretary & Trustee

Member, Board of Trustees