

Pine Hollow Homeowners Association  
Board of Trustees Regular Meeting  
February 15, 2009

**ATTENDEES**

Nancy Kozanecki – Recording Secretary / Trustee  
Ron Ricaldi - Trustee  
Kathy Dooley – Management Representative

**CALL TO ORDER**

The meeting of the Board of Trustees was called to order by Ron Ricaldi at 4:10 pm. A quorum was present so that business could be conducted.

**TRUSTEE REPORTS**

ARC Meeting, Monday, March 2<sup>nd</sup> at 7:30 pm  
Trustee Meeting, Sunday, March 8<sup>th</sup> at 4:00 pm  
DD#4 and City Meeting, Monday, March 9<sup>th</sup> at 5:30 pm.  
Volunteer Dinner, Saturday, March 14<sup>th</sup> at 6:30 pm

**SECRETARY'S REPORT**

*Approval of Minutes*

Revised Minutes from Community Meeting on 01/07/2009

Minutes were approved with no correction.

Minutes from Regular Board Meeting on 01/11/2009

Minutes were approved with no correction

Minutes from Executive Board Meeting on 01/11/2009

Minutes were approved with no correction

Minutes from Drainage Meeting on 01/12/2009

Minutes were approved with no correction.

Minutes from Executive Board Meeting on 01/24/2009

Minutes were approved with no correction

Minutes from Drainage Meeting on 02/09/2009

Minutes were approved with no correction.

**TREASURER'S REPORT**

Approximately 100 homeowners have not paid their dues.

The budget information on the financials is incorrect.

A request was made to Kathy to have the December and January financials corrected and to reflect the 2009 budget information.

A permanent reserve or a capital inventory plan has not been established for the detention ponds. If in the event the HOA is not successful in deeding these parcels of land over to DD#4, the Board will need to consider addressing this issue.

**MANAGER'S REPORT**

Kathy Dooley is replacing Linda as our Management Company representative.

**OLD BUSINESS**

*DCR Violation Walk Through*

The walk through has been complete for the neighborhood. The management company is now processing the information collected.

*ARC Guidelines*

The ARC Committee approved the changes to the Guidelines in Section F – Composition.

A motion was made by Nancy and seconded by Ron to approve the changes to the Guidelines Section F

- Composition allowing for a total membership of 8 people and creating the position of Alternate ARC Member.

The motion was approved unanimously.

West Development Owned Property

A conversation and a letter has been sent to West Development to determine which parcels of land West Development would be interested in either donating or selling. The return receipt from the letter has been sent back to the HOA. No response has been given at this time from West Development.

Tree on Phone Lines

Along the Pine Chase easement there is a tree that is lying on top of the phone lines. This easement has been completely trimmed and cleaned up. The residents are happy with the results.

ARC Appointments

A motion was made by Ron and seconded by Nancy to appoint the following people to the ARC Board: Gary Kerr, Karen McGhee, Rick Ecklekamp, Roberto Casas and Norman Clauson.  
The motion was approved unanimously.

Drainage Project

The contractor is approximately 95-97% complete at this time for the Pine Hollow HOA work. The barriers in Detention Pond #8 will remain until the grass grows. There is a standard for grass that must be reached before the barriers can be removed. Once the grass meets these standards, the contractor will remove the barriers.

**NEW BUSINESS**

Island Landscaping – Pine Knot and Pine Tree Court

These islands are scheduled to be done the last two weeks in March.  
A request was made to Nancy to send letters to the residents the week of March 9<sup>th</sup> to announce the island landscaping projects.

Landscaping – Pine Hollow Sign

The flowers beds have been installed. The installation of the plants will be done shortly.

Grievance Committee

A discussion about a Grievance Committee was conducted with the attorney. The attorney recommends that neither the Board, nor any committee under the HOA, serve as arbitrators in matters that are considered private between homeowners. If such a committee existed, any recommendations or findings would not be binding. This committee or the Board does not have any legal authority to enforce any recommendations or findings as part of "arbitration".

Repeat Violations Policy

The recommendations from the ARC have been incorporated into the draft policy. The Board has made one minor change.  
A request was made to Nancy to have the ARC approve the Repeat Violations Policy at their next meeting.

Records Retention Policy

The draft records retention policy has been created and reviewed. Changes were requested by the Board. These changes will be incorporated into the policy for further review by the Board.

Inspection and Copying Association Records

The draft inspection and copying association records has been created and reviewed. Changes were requested by the Board. These changes will be incorporated into the policy for further review by the Board.

Traffic Calming Devices

The formal request has been received by the City of Pearland. The City will develop a timeline for the evaluation.

The traffic survey has been completed for the intersection of Pine Chase and Pine Crest. The final report will be sent to the HOA soon.

Park Fence

The City Attorney and the Parks Director are drafting an agreement. The draft is still being circulated internally at the City.

Fencing – Unified Development Code (UDC)

The UDC has been modified in which it now covers fence repair under Section 4.2.4.1 (d)(2). Therefore the City can be contacted in the event fences that have substantial damage need to be repaired. The HOA can use the City code to have homeowners repair fences. In the event a shared fence is involved, the City will file against both owners. A request was made to Nancy to review the UDC to ensure that the HOA guidelines on fencing are in compliance with this ordinance.

Hike and Bike Trails

Pine Hollow should be part of Phase 3 for Hike and Bike Trails. Phase 1 is underway. The City is in the process of acquiring the right-of-way for this Phase. Estimates are that Hike and Bike trails for Pine Hollow are a minimum of 2 years away.

Deeding of Detention Ponds to DD#4

The Engineer assessment and the proposed cost to the HOA to deed the detention ponds to DD#4 have been completed. A request was made to Nancy to schedule a meeting with DD#4 to discuss these reports.

Pine Hollow Car Stickers

An estimate for the car stickers that was suggested during the annual meeting was \$750 to \$1000 for approximately 2500 stickers. The Board discussed to hold off on this until later this year.

**EXECUTIVE SESSION**

An executive session was held during this meeting.

**ADJOURN**

The meeting was adjourned at 5:45 pm.

Approved:

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Nancy Kozanecki, Recording Secretary & Trustee

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Member, Board of Trustees