

Pine Hollow Homeowners Association  
Board of Trustees Regular Meeting  
September 29, 2009

**ATTENDEES**

Nancy Kozanecki – Recording Secretary / Trustee  
Regina Blue – Trustee  
Ron Ricaldi - Trustee

**CALL TO ORDER**

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

**TRUSTEE REPORTS**

Newsletter Deadline, Friday, October 2<sup>nd</sup>  
ARC Meeting, Monday, October 5<sup>th</sup> at 7:30 pm  
Guidelines Review, Wednesday, October 14<sup>th</sup> 6:00 pm  
Fall Festival, Saturday, October 17<sup>th</sup> 1:00 pm – 4:00 pm at the Park.  
Non-Compliance Walk Through, Saturday, October 17<sup>th</sup> 1:00 pm  
Guidelines Review, Wednesday, October 19<sup>th</sup> 6:00 pm  
Membership Meeting, Wednesday, October 21<sup>st</sup> at 7:00 pm  
Trustee Meeting, Wednesday, October 21<sup>st</sup> after the Membership Meeting.  
Subdivision Walk Through, Saturday, October 31<sup>st</sup> (Section One and Estates)

**SECRETARY'S REPORT**

*Approval of Minutes*

Minutes from Regular Board Meeting on 09/13/2009

Minutes were approved with no correction

Minutes from Executive Session on 09/13/2009

Minutes were approved with no correction

Minutes from City Meeting on 09/21/2009

Minutes were approved with no correction

**TREASURER'S REPORT**

No report.

**MANAGER'S REPORT**

No report

**OLD BUSINESS**

*Deeding of Detention Ponds to DD#4*

The responsibility matrix between the HOA and DD#4 was discussed.

Informational flyers are being developed for the neighborhood. These flyers will be similar in nature to those that were developed for the drainage project.

A suggestion was made to do two separate mailings, one with the annual assessment and one without.

A motion was made by Ron and seconded by Regina to appoint Nancy as the liaison to governmental affairs.

The motion was approved unanimously.

*Disclosure of Violations*

Disclosure of violations is a problem facing many new homeowners where they were not aware that there were DCR or Guideline violations when the home was purchased. The Board researched this further to determine if there was a way to disclose violations on a property so that potential homebuyers as well as the owner knew of these issues. Two options were found

Notice of Non-Compliance – This is a filing done in the county against the property. If a Notice of Non-Compliance is filed, when someone pulls the information about this property during a sale the

information is then available. A notice of non-compliance can be done in a matter of days. So an inspection of a property could be done when the property went up for sale. There would be a fee associated with the filing.

Resale Certificate – The management company can change the Resale Certificate to include information concerning DCR and guidelines violations. This would be adding a paragraph to the bottom of the letter. The management company already charges when a property is sold so if this caused an increase in the fee it could be passed on at closing.

The Resale Certificate has one major drawback where not all closings go through closing properly, especially the private sales. So it is more likely with this option that a homeowner still may not be informed about existing violations.

A motion was made by Nancy and seconded by Ron to pursue filing Notices of Non-Compliance for DCR and Guideline Violations to ensure disclosure to potential homebuyers.

The motion was approved unanimously.

## **NEW BUSINESS**

### Donations

A motion was made by Nancy and seconded by Regina to accept the donation installation of signs an estimated benefit to the association of \$100.00

The motion was approved unanimously.

### Toys for Tots Signs

A request was made to allow a sign to be posted at 1506 Knotty Pine Circle to advertise the Pine Hollow Toys for Tots collection. The sign would go up on 10/15/09 and come down by 12/15/09.

A motion was made by Nancy and seconded by Regina to approve the request to post signs in the Estates section for National Night Out.

The motion was approved unanimously.

### Bids

A motion was made by Regina and seconded by Ron to accept the recommendation from the Estate Entrance Committee to award the job to Oasis/Nasascape with minor changes to the lighting and landscape design

The motion was approved unanimously.

A request was made to Nancy to apply for the Keep Pearland grant for the Estates Entrance.

### Fountain Cleaning

A motion was made by Nancy and seconded by Ron to accept the bid from Oasis to drain, pressure wash, and clean the fountains for \$500

The motion was approved unanimously.

### Peeling and Fading Paint

Although the City website states that Code Enforcement can enforce peeling and faded paint violations in the City, this is only for those homes that are considered abandoned.

### Solar Screens

A discussion concerning whether or not solar screens were required on every window on a particular side of a house. Many homeowners do not have solar screens on the block glass or frosted glass windows that are typically located on bathrooms. The other location where many do not have solar screens is on the entire side of a house are those windows that are located under a patio cover.

A motion was made by Ron and seconded by Regina to modify the solar screen guideline such that exempted windows are block glass or frosted glass and those windows located under an attached patio cover (shingled roof) on the back side of the house that was part of original construction or has an approved ARC application.

The motion was approved unanimously.

### Address Blocks

Several homeowners have a problem with making the address block visible due to the growth of their landscaping.

A discussion occurred concerning this with various alternatives.

Consensus was reached not to change the guideline. Homeowners can submit an ARC application to install a secondary address block that could be placed in the front flower bed as an alternative. These address plaques should be decorative in nature. Painting the address on the curb and stick on numbers on a mailbox are not suitable alternatives.

#### Gazebos

A discussion occurred about the metal gazebos that are located in the neighborhood. Metal gazebos are not allowed per the guidelines document.

Consensus was reach not to change the guideline but to send notices of violation. ARC applications can be made by the homeowners so that these items can be considered on a case by case basis.

#### Fake Windows

A discussion occurred about the peeling film on the fake windows in the subdivision. Homeowners are having a difficult time trying to fix the issue since these windows are typically inaccessible since they are located behind sheet rock.

Suggestions in the past were for the homeowner to remove the rest of the film, put a solar screen up or paint the window. Homeowners stated that this is just not feasible to do.

A motion was made by Regina and seconded by Ron to close all violations associated with the peeling film on the fake windows since there is not an easy way to fix this issue.

The motion was approved unanimously.

#### Guidelines Review

There are several issues with the current guidelines document that needs to be reviewed so a suggestion was made to have joint meetings with the Board and the ARC committee such that these guidelines can be updated for a maturing subdivision.

#### **EXECUTIVE SESSION**

An executive session was held during this meeting.

#### **ADJOURN**

The meeting was adjourned at 8:48 pm.

Approved:

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Nancy Kozanecki, Recording Secretary & Trustee

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Member, Board of Trustees