

Pine Hollow Homeowners Association
Board of Trustees Regular Meeting
April 19, 2010

ATTENDEES

Nancy Kozanecki – Recording Secretary / Trustee
Ron Smith - Trustee
Ron Ricaldi – Trustee
Maria Leal – CMSI Community Manager

CALL TO ORDER

The meeting of the Board of Trustees was called to order by Ron Smith at 6:00 pm. A quorum was present so that business could be conducted.

TRUSTEE MEETINGS

ARC Meeting, Monday, May 3rd at 7:30 pm
Trustee Special Meeting, Wednesday, May 5th 6:00 pm
Drainage Meeting, Monday, May 10th at 5:30 pm City of Pearland Engineering Building
Trustee Meeting, Wednesday, April 12th at 6:00 pm
Meeting dates with the Pine Hollow police are being determined at this time.

SECRETARY'S REPORT

Approval of Minutes

Minutes from Regular Board Meeting on 03/14/2010
Minutes were approved with no correction
Minutes from Executive Session Meeting on 03/14/2010
Minutes were approved with no correction
Minutes from City Meeting on 06/22/2010
Minutes were approved with no correction
Minutes from Executive Session Meeting on 03/26/2010
Minutes were approved with no correction

TREASURER'S REPORT

Delinquency Report

The April delinquency report was reviewed by the Board. The second notices have been sent to the residents. A comparison between 2010 vs. 2009:

	March 2010	February 2010
Overall Delinquency	14.2% (74 homes)	19.0% (99 homes)
Estates	12.5%	15.6%
Section 1	15.2%	20.8%
Section 2	15.2%	20.5%
Section 3	12.3%	16.2%

Monthly Financials

The monthly financials were reviewed by the Board.

MANAGER'S REPORT

None

OLD BUSINESS

Subdivision Survey

The subdivision survey has been mailed to residents. These surveys are due back in early May. A request was made to Maria to forward the surveys received so far to Regina Blue so that the results can start being tallied.

Detention Pond Deeding

A motion was made by Ron Smith and seconded by Ron Ricaldi to ratify the deeding roster as submitted by CMSI via Maria Leal that 357 deeding forms, which represents more than 2/3 of the neighborhood, have been collected and verified. Under the Articles of Incorporation IV, the President is authorized to transfer the following property to Brazoria County Drainage District #4:

Reserve List for Deeding

- Reserve A, in the final plat of Pine Hollow Section 1-B, a subdivision in the City of Pearland, Brazoria County, Texas, according to the Map or Plat thereof recorded in Volume 19, Pages 517-518, Plat Records of Brazoria County Texas.
- Reserve A, in the final plat of Pine Hollow Section 1-C, a subdivision in the City of Pearland, Brazoria County, Texas, according to the Map or Plat thereof recorded in Volume 19, Pages 727-728, Plat Records of Brazoria County Texas.
- Reserve C and H in the final plat of Pine Hollow Section 2-A, a subdivision in the City of Pearland, Brazoria County, Texas, according to the Map or Plat thereof recorded in Volume 20, Pages 277-278, Plat Records of Brazoria County Texas.
- Reserve A and E, in the final plat of Pine Hollow Section 3-A, a subdivision in the City of Pearland, Brazoria County, Texas, according to the Map or Plat thereof recorded in Volume 20, Pages 219-220, Plat Records of Brazoria County Texas.
- Reserve C, D and E, in the final plat of Pine Hollow Section 3-B, a subdivision in the City of Pearland, Brazoria County, Texas, according to the Map or Plat thereof recorded in Volume 20, Pages 393-394, Plat Records of Brazoria County Texas.
- Reserve A, in the final plat of Pine Hollow Estates Section 1, a subdivision in the City of Pearland, Brazoria County, Texas, according to the Map or Plat thereof recorded in Volume 20, Pages 5-6, Plat Records of Brazoria County Texas.
- Reserve D, F, I, J, and K in the final plat of Pine Hollow Section 2-A, a subdivision in the City of Pearland, Brazoria County, Texas, according to the Map or Plat thereof recorded in Volume 20, Pages 277-278, Plat Records of Brazoria County Texas.
- Reserve G, H, J and K, in the final plat of Pine Hollow Section 3-A, a subdivision in the City of Pearland, Brazoria County, Texas, according to the Map or Plat thereof recorded in Volume 20, Pages 219-220, Plat Records of Brazoria County Texas.
- Reserve B, in the final plat of Pine Hollow Section 3-B, a subdivision in the City of Pearland, Brazoria County, Texas, according to the Map or Plat thereof recorded in Volume 20, Pages 393-394, Plat Records of Brazoria County Texas.
- Reserve F and G, in the final plat of Pine Hollow Estates Section 1, a subdivision in the City of Pearland, Brazoria County, Texas, according to the Map or Plat thereof recorded in Volume 20, Pages 5-6, Plat Records of Brazoria County Texas.

The motion was approved unanimously.

Based on discussion with DD#4 the earliest the transfer of property will be put before the Commissioners is the July meeting.

The Library is tentatively booked for May 10th and June 23rd for the associated membership meeting if needed.

A request was made to Nancy Kozanecki to place an item in the upcoming tidbit about the tentative schedule.

Estate Entrance Revamp

The revamp work is complete. A final walk through with the vendor is scheduled for Wednesday. The Landscaping and Fountain Contractors have been invited to the walk through in case they may have any questions concerning the installation.
A request was made to Nancy to complete the Keep Pearland Beautiful Grant documentation.

Committee Information

The new committee page and sub-pages for each committee have been created on the website.

DCR Violations and Enforcement

Violations Not Visible from the Street

The management company will charge \$25.00 per hour for an employee to walk the easements on a periodic basis.

Close Out Forms

A close out form has been drafted and inserted into the draft guidelines update.

General

There are many outstanding, long term DCR violations that need to be addressed. A special meeting has been scheduled to address these items.

A request was made to Maria Leal to re-run the report by category by April 30th.

Lowering Speed Limits in the Subdivision

A discussion with Mike Hodges concerning the workshop on lowering the speed limits occurred. The HOA expressed their disappointment that the workshop was not scheduled in April as anticipated. The City is currently debating whether or not the recommendation to the Council should be to lower the speed limits in all subdivisions or only the ones that request the reduction.

The City is also trying to determine the overall cost of the signs if the speed limits are lowered.

A request was made to the City to allow the public to speak at the workshop. This is not typically allowed but the City will consider the request and the format of the meeting.

Hike and Bike Trails

A discussion with Jon Branson concerning the timing of the Phase 3 hike and bike trails occurred. A couple of years ago, the City felt that Phase 3 Trails would be planned in 2011.

The City has encountered issues acquiring property for the Phase 1 trail system which is going to the West Side. This had delayed the overall trail project schedule

The downturn in the economy may cause the City to delay projects as spending tightens.

The delay of the Phase 3 Trails is estimated to be 4 – 5 years, subject to change.

Revised Guidelines Document

This is posted on the website for the residents to see. Comments from the residents are due back May 12th.

NEW BUSINESS

Advertising in the Newsletter-Paid Policy

A motion was made by Ron Smith and seconded by Ron Ricaldi to approved the revised Advertising in the Newsletter-Paid Policy

The motion was approved unanimously.

A request was made to Nancy Kozanecki to complete the Dedicatory Instrument form for filing with County Records office and forward all required documents to the attorney for filing.

Free Advertising in the Newsletter Policy

A motion was made by Ron Smith and seconded by Ron Ricaldi to approved the revised Free Advertising in the Newsletter Policy

The motion was approved unanimously.

A request was made to Nancy Kozanecki to complete the Dedicatory Instrument form for filing with County Records office and forward all required documents to the attorney for filing.

Advertising in the Newsletter-For Sale Policy

A motion was made by Ron Smith and seconded by Ron Ricaldi to approved the revised Advertising in the Newsletter Policy-For Sale

The motion was approved unanimously.

A request was made to Nancy Kozanecki to complete the Dedicatory Instrument form for filing with County Records office and forward all required documents to the attorney for filing.

Contractor Bid Policy

A motion was made by Ron Smith and seconded by Ron Ricaldi to approved the revised Contractor Bid Policy

The motion was approved unanimously.

A request was made to Nancy Kozanecki to complete the Dedicatory Instrument form for filing with County Records office and forward all required documents to the attorney for filing.

E-Mail Distribution List

The mail out was successful. There are now only 117 residents that have not chosen a method for the HOA to communicate with them.

A recommendation for the future is to request that the letter is returned even if the resident doesn't want to join the e-mail distribution list.

Park Maintenance

The City does not have a formalized program to lifecycle parks. The City is also short on cash due to the economic climate.

Some on Council believe that partnerships or private residents should be made to help maintain these facilities

There are no established policies for the City to match funds to help with park repairs.

Trustee Meetings

Starting in June, the Trustee Meetings will be held on the third Thursday at 6:00 pm

2011 Goals

Planning the 2011 goals needs to start. Board members were requested to start creating a list.

The following goals were discussed:

Financial Audit

Tree Trimming Behind Pine Chase

Pine Hollow Policies

The Board will review the remaining policies that have not been updated this year.

A request was made to Nancy Kozanecki to forward the remaining policies to the Board for review.

Reimbursement of Personnel Expenses

The Board discussed the reimbursement of personnel expenses, such as cell phone minutes and mileage, associated with the Pine Hollow HOA.

A request was made to Nancy Kozanecki to draft a policy concerning reimbursement of expenses for consideration based on other policies from other HOA's.

A request was made by the Board to put this on the agenda for the next membership meeting.

City Goals

The goals that were discussed by the Council during their workshop were reviewed by the Board.

EXECUTIVE SESSION

An executive session was held during this meeting.

ADJOURN

The meeting was adjourned at 8:30 pm.

Approved:

Nancy Kozanecki, Recording Secretary & Trustee

Member, Board of Trustees