

Regular Meeting Minutes
Pine Forest Owners Association (PFPOA) Board Meeting
7:00 Thursday
November 12, 2020 – Via Zoom

The regular meeting of the Pine Forest Owners Association (PFPOA) was called to order by Kathleen Caso, Board President at 7:15 PM.

Members Present: Kathleen Caso, Josh Mincher, Karen Taylor and Robert Rosso

Members Absent: Brenda Winkler

1. **Minutes from October 8, 2020** – Motion was made by Kathleen to approve minutes and seconded by Robert Rosso. Upon appropriately being motioned and seconded, motion to approved was voted upon and passed.

2. Treasurer's report – Karen Tayler

Cash Balance per Financial Statement is \$420,452.28

Outstanding Depts owed to PFPOA:

Brenda had raised a concern that the date recorded in the minutes from September in which it was the Board's intent to write off past due balances greater than four (4) years was to be for dates prior to December 31, 2017 was in fact supposed to be December 31, 2016. It was agreed that it was the Board's intent for the minutes to be corrected to reflect that all debts were to be written off for debts incurred prior to the date of December 31, 2016; therefore, the Secretary was instructed to change the minutes to reflect said intent. The motion was made by Josh and seconded by Robert to reflect the change outlined below.

The corrected language is to the following:

Beginning with the 2021 Assessments, the Board shall write-off to bad debt all past due balances for fees incurred prior to December 31, 2016. Going forward, the Board shall focus its collection actions on pursuing all fees owed to the PFPOA for the Assessment years 2017, 2018, 2019, 2020 and 2021.

3. **Collections process** – Kathleen reported the attorneys confirmed a Lien could be placed on a group of Homeowners on behalf of the POA thereby saving the multiple filing fees for separate liens. With the confirmation that a "group" lien could indeed be filed, the Board recommended that all property owners with past due balances should have a lien placed against them once it is confirmed that appropriate notification(s) has/have been provided to said owners. Robert moved to accept, Karen seconded and the motion was approved unanimously.
4. **ACC update** – No new violations were filed, but many new improvement applications as well as building applications have been placed on file with the ACC.
5. **Monument Signs** – The proposed signage updates were discussed by Kathleen and comments were all positive and approved to move forward with the creation of said signage. (Signs include Welcome Home, Happy Holidays, etc.)

6. Fire Prevention Committee Update – Josh Mincher

Josh provided an update on the search for property that could be purchased for the sole purpose of constructing a fire station in or near our POA. He was not overly encouraging, but the most likely property located at Oak Shadows and McAllister, which is outside of the PFPOA, would not allow the deed restrictions to be altered (due to the assumed noise levels), therefore the property is not available to be considered. The only other viable alternative is located at the intersection of Oak Shadows and River Forest where a vacant garage is located. It is anticipated that a sale might be considered with an offer of around \$190,000 - but of course there is no guarantee of any sale.

7. **Operation Clean Sweep** – The PFPOA was sent a bill from CPOA for Operation Clean Sweep for the month of September; however, Kathleen pointed out the event was canceled, therefore the invoice to PFPOA should be voided. The Board agreed and there was no further discussion regarding the issue.
8. **Annual meeting** – The Board confirmed the meeting will be held on February 6, 2021. No refreshments will be served, and it is anticipated that appropriate social distances could and would be maintained.
9. **TXDOT conversation** – A lengthy conversation took place regarding the proposals from TXDOT regarding the possible revisions to the intersection of McAllister and Hwy 71. Last day for comments was scheduled for Friday, October 9th, 2020 and a notice would be sent to the property owners via the PFPOA website encouraging anyone who so desires to submit comments.

There being no further business to discuss, Kathleen Caso adjourned the meeting at 8:05 PM.

Submitted by
Robert Rosso, Secretary