

**PFFPOA Annual Meeting**  
**December 6, 2014**  
**Little River Community Center**

The meeting was called to order by President Harry Weinhofer at 9:07 a.m. with a prayer.

**Opening Remarks**

Harry thanked members for coming and he thanked board members for their service. New members introduced themselves.

**Secretary's Report**

Ed Hauschild announced that the minutes of the 2013 meeting are posted on the association web site. He asked for any questions or comments or for a request that the 3 page document be read. The minutes were accepted as posted.

**Treasurer's Report**

Barb Harrah reported that we stayed within budget. All assessments have been collected. The only line items over budget were office supplies, paved and gravel road maintenance, and the insurance premium. Snow removal was under budget by \$4700. Additional income came from a donation by Bill and Rosalie Hale.

The projected year end surplus of about \$9,300 will be used to build the emergency fund toward the desired \$70,000 level. After that, any additional funds can be used for improvements such as the paving of gravel roads.

We now have an association credit card - primarily to pay for web hosting.

The treasurer's report is appended as Attachment 1. It was accepted as presented.

**Committee Reports**

The Roads Report presented by Harvey Adler is appended as Attachment 2.

- Additional comments and questions.

Partial gravel was added to Butterfly and Sunflower. More will be added as a part of next year's maintenance.

Recent work on Pisgah Forest Drive brought up larger gravel that is hard to walk on. This was done to redistribute gravel that moved due to usage.

**Requests**

Add reflectors on Pisgah Forest Drive just above the power lines to improve nighttime visibility.

Install a stop sign for cars leaving Forest Park Court onto Pisgah Forest Drive.

Change the street sign at PFD and Ridgeview. Entry to Ridgeview is not clear.

Striping has not been done because of the difficulty is finding someone to do it. Suggestion - check for recommendation from businesses who stripe their lots. Look into buying our own equipment

next year.

Architectural Control presented by David Adams

- The only new application was for a garden shed. Information on architectural control is on the web site.

Audit presented by Wannetta Carey

- The audit was done in mid November - no problems

Insurance presented by Warren Alston

- Annual cost is \$960 for basic liability covered. We are now insured by Auto Owners out of Asheville. Warren will shop for the best rate.
- We will provide info on coverage on our the web site.

Firewise presented by John Davis

- There was less blow down last winter, so clean-up was less expensive.
- We will send emails with information on firewise clean-up. April is the clean-up month with chipping done in early May.

Website presented by Ed Hauschild

- Last year, we thanked Joyce Adams for many years of service in keeping our web site up to date. We announced that Russell Lee would take over. Russell had an accident and he was unable to continue. So, Bill Harrah and I stepped in. We simplified the site and brought it up to date. We did this using free software development tools. There was no cost to the association. Ed plans continue keeping the site current.

Beautification Harry Weinhofer

- We don't have a committee leader.
- Bev and Jim Callen have kept the entrance in order. We thank them.

Annual Picnic

- Attendance is dropping. Do we need more publicity? A phone tree? Charge no shows a \$5 fine? (ha)
- The location could be changed from Holmes to the Community Center or the McDonald Court cul-de-sac.
- According to a show of hands, a summer picnic preferred over a winter pot-luck.
- Jim Phillips and Elaine Long volunteer to manage the picnic in 2016. Barb will manage for one more year.
- We will add budget money under Annual Meetings to support the picnic.
- We will hold next years picnic at the community center. Josie will make the reservation.

### **Old Business**

None

### **New Business**

- Proposed 2015 Budgets / Assessments

The proposed budget is appended as Attachment 3.

Assessments will increase from \$465 to \$525 for a house and \$155 to \$175 for a lot. This is being done so that we can increase the rate of maintaining paved roads.

Budget accepted

- Hunting

Harry observed people building a tree stand for hunting along the power lines. He told them that they can't use our property to access the area.

We will add a policy statement to the web site to indicate that hunting and target shooting are discouraged.

- Handling of Emergency Situations

The board needs authority to overspend the budget in case of an emergency. The audit committee already has responsibility for fiscal oversight. We propose that in addition to the audit, they also can approve such spending by the board.

The proposal is accepted.

The Audit Committee membership is increased to handle the new responsibility. Wannetta Carey will continue to handle the annual audit. Additional members Norton Carey, Rosalie Hale, and Bill Harrah will handle emergency spending approvals.

- Questions and Concerns from the floor

People parking in the grass near entrance are causing damage. Should we add a gravel pull-off area or is it better to discourage parking with signs or blockage?

We need a sign strategy. Too many signs at the entrance are ugly

It takes a community watch to enforce our policies.

Keep the gate to the reserve closed. If observed to be open, let Harry know. The road to the reserve is growing in. It could use gravel, weed killer, and lopping.

Too many are people driving in the middle of the road. Striping is needed.

- Election of Officers

Warren Alston and Ed Hauschild are re-elected.

The meeting is adjourned at 10:44 a.m.

**Following the open meeting, the board met to determine assignments for next year.**

No change in roles. This will be confirmed at the next board meeting.

Next board meeting – Tuesday, Feb 10<sup>th</sup> at 10:00 am

**Pisgah Forest Farms Property Owners Association  
2014 Budget**

2-Dec-14

<u>Line</u>		<u>BUDGET</u>	<u>ACTUAL</u>	<u>VARIATION</u>
1	<b>ADMINISTRATIVE EXPENSES</b>			
2	Annual Meeting	\$ 50	\$40.00	\$ 10.00
3	Attorney - Legal	\$ 250	\$0.00	\$ 250.00
4	Beautification	\$ 200	\$100.07	\$ 99.93
5	Insurance	\$ 850	\$960.00	\$ (110.00)
6	State / Federal Tax	\$ 10	\$2.00	\$ 8.00
7	Office Supplies & Expenses	\$ 300	\$475.63	\$ (175.63)
8	<b>Sub-Total</b>	<b>\$ 1,660</b>	<b>\$1,577.70</b>	<b>\$ 82.30</b>
9	<b>ROAD EXPENSES</b>			
10	Gravel Road Maintenance	\$ 2,000	\$3,238.75	\$ (1,238.75)
11	Paved Road Maintenance	\$ 1,000	\$3,787.87	\$ (2,787.87)
12	Paved Road Resurfacing	\$ 5,000	\$5,000.00	\$ -
13	Snow Removal	\$ 7,000	\$2,287.00	\$ 4,713.00
14	Tree Removal	\$ 1,000	\$0.00	\$ 1,000.00
15	<b>Sub-Total</b>	<b>\$ 16,000</b>	<b>\$14,313.62</b>	<b>\$ 1,686.38</b>
16	<b>MAINTENANCE MANAGER</b>	\$ 11,400	\$11,400.00	\$ -
17	Material Expenses	\$ 2,500	\$706.78	\$ 1,793.22
	<b>Sub-Total</b>	<b>\$ 13,900</b>	<b>\$12,106.78</b>	<b>\$ 1,793.22</b>
18	<b>FIREWISE COMMITTEE</b>	\$ 2,000	\$875.00	\$ 1,125.00
19	<b>EMERGENCY / CONTINGENCY</b>	\$ 7,500	\$3,475.30	\$ 4,024.70
20	<b>TOTAL EXPENSES</b>	<b>\$ 41,060</b>	<b>\$32,348.40</b>	<b>\$ 8,711.60</b>
21	<b>ASSESSMENT INCOME</b>	\$ 40,765	\$41,373.88	\$ (608.88)
22	<b>INTEREST INCOME</b>	\$ 30	\$28.27	\$ 1.73
23	<b>2013 CARRYOVER BALANCE</b>	\$ 54,098	\$54,097.95	
24	<b>TOTAL INCOME</b>	\$ 40,795	\$41,402.15	\$ (607.15)
25	<b>TOTAL EXPENSES</b>	\$ 41,060	\$32,348.40	\$ 8,711.60
26	<b>PROJECTED YEAR-END BALANCE</b>	\$ 53,833	\$63,151.70	\$ 9,318.70

\* Estimated year end balances

**PFFPOA  
ANNUAL MEETING -- 12/6/2014  
ROAD MAINTENANCE REPORT**

Harv Adler

**ROUTINE ITEMS**

ROADSIDE GRASS MOWED

DITCHES CLEANED AND MAINTAINED

BRUSH TRIMMED BACK FROM ROADS

ROADS CLEARED OF LEAVES

SPRING CLEAN-UP COMPLETED

FALLEN TREES REMOVED FROM ROADS

REFLECTORS PLACED ON FALCON RD. AND PERRIWINKLE LANE

SMALL AREA OF PERRIWINKLE LANE ROLLED

CHAT BOXES FILLED

**MAJOR ITEMS**

ROADS PLOWED AFTER THE MAJOR SNOW STORM

ROADS SALTED DURING ICY CONDITIONS

A 0.1 MILE SECTION OF PISGAH FOREST DRIVE RESURFACED

TWO AREAS OF PFD REPAIRED AND REPAVED AFTER HARD  
FREEZE DAMAGE

CURTAIN DRAIN INSTALLED BETWEEN POND AND PFD

GUARD RAIL AND NEW CULVERT INSTALLED, AND STEEP BANK  
STABILIZED WITH NEW TREES AND GRASS ON BUTTERFLY LN.

NEW MATERIAL PUT DOWN AND ROLLED ON A 0.25 MILE  
SECTION OF PFD GRAVEL ROAD UNDER THE POWER LINES

## ROAD MAINTENANCE

There are two parts to maintaining our roads.

The first part is the short term repair and maintenance of the roads as required. For the gravel roads, that means applying new material as needed. For the paved roads, that means repairing spots that have been damaged, fixing pot holes, edge breaks, etc. And for both the paved and gravel roads, keeping ditches in good condition so water won't damage the roads.

The second part is looking to the future and insuring that our paved roads get resurfaced as needed, and don't get into a state of disrepair that would allow the pavement to break-up and crumble. That would not only require expenditures that would be beyond our annual budgetary capabilities, but would certainly have a negative impact on our property values. If you drive up Pisgah Forest Drive and Forest Park Court, and look carefully at the pavement, you will see sections where deep cracking has already started to occur.

By starting now to resurface our roads one section at a time, and within the capabilities of our annual budgets, we can prevent the paved roads from reaching that state. During this past year, we resurfaced one-tenth of a mile of Pisgah Forest Drive at a cost of \$5,000. At that pace, it will take too many years to complete the resurfacing process. In order to accelerate the process we have increased the assessment so we can have an additional \$5,000 per year to specifically allocate to resurfacing. That will cut in half the time required to complete the process.

We appreciate your understanding regarding both the increased assessment, as well as the inconvenience of the resurfacing process itself.

**Pisgah Forest Farms Property Owners Association  
Proposed 2015 Budget**

2-Dec-14

<u>Line</u>		<u>BUDGET</u>	<u>ACTUAL</u>	<u>VARIATION</u>
1	<b>ADMINISTRATIVE EXPENSES</b>			
2	Annual Meeting	\$ 50		
3	Attorney - Legal	\$ 250		
4	Beautification	\$ 200		
5	Insurance	\$ 1,000		
6	State / Federal Tax	\$ 10		
7	Office Supplies & Expenses	\$ 450		
8	<b>Sub-Total</b>	<b>\$ 1,960</b>		
9	<b>ROAD EXPENSES</b>			
10	Gravel Road Maintenance	\$ 2,000		
11	Paved Road Maintenance	\$ 3,500		
12	Paved Road Resurfacing	\$ 10,000		
13	Snow Removal	\$ 7,000		
14	Tree Removal	\$ 1,000		
15	<b>Sub-Total</b>	<b>\$ 23,500</b>		
16	<b>MAINTENANCE MANAGER</b>	\$ 11,400		
17	Material Expenses	\$ 1,000		
	<b>Sub-Total</b>	<b>\$ 12,400</b>		
18	<b>FIREWISE COMMITTEE</b>	\$ 1,000		
19	<b>EMERGENCY / CONTINGENCY</b>	\$ 7,500		
20	<b>TOTAL EXPENSES</b>	<b>\$ 46,360</b>		
21	<b>ASSESSMENT INCOME</b>	\$ 46,900		
22	<b>INTEREST INCOME</b>	\$ 30		
23	<b>2014 CARRYOVER BALANCE</b>	\$ 63,142	*	
24	<b>TOTAL INCOME</b>	\$ 46,930		
25	<b>TOTAL EXPENSES</b>	\$ 46,360		
26	<b>PROJECTED YEAR-END BALANCE</b>	\$ 63,712	*	

\*Estimated balances