

## **PFFPOA Board Meeting - 09/12/16 at 7 pm**

### **In Attendance**

Board Members  
Doug Chick - arrived 7:38  
Barb Harrah  
Ed Hauschild  
Harry Weinhofer  
5 property owners

### **Approval of 6/22/16 Meeting Minutes**

Approved as posted on our web site.

### **Treasurer's Report**

The current budget expenditure report is included as an Attachment 1.

Association fees on 4 unimproved have not been collected. Liens have been placed. We anticipate that these property owners will not pay next year. Therefore, these fees will not be included as income the budget for next year.

Additions to the budget for next year

Legal fees for the bylaw and covenant update.

Federal tax on interest earned. Will we make about \$600 and pay about \$150.

### **Roads Report**

Harry's report is included as Attachment 2.

Chan suggests spraying weed killer in the ditches. This will make it easier to blow leaves out in the Fall.

Projects under consideration for next year

Additional road repair by chip and tar as the budget allows

Add gravel under power lines

Get estimates on paving Overlook Place

Culvert repair

Harry will ask Chan make further cut backs to roadside growth as requested by property owners.

### **Old Business**

- Forest Park Wall  
Damaged lamps have been removed. Item closed
- Paving Policy  
The paving policy has been updated to add a requirement for approval by all members affected by the project. It still requires approval by all those paying half the cost and approval by a majority of all members. The project is then subject to the availability of association funds. Item closed.
- Report on the project to update Bylaws and Covenants  
Board members discussed possible changes on 7/3/16. We also met with Dave Adams on 7/27/16 to get input from the Architectural Committee. Dave submitted further comments by email. This is summarized in four pages included as Attachment 3. Note that this is all preliminary. Any changes require the approval of a majority of all members.
- Meeting Schedule  
We will return to quarterly open meetings with the next one being the annual meeting held on Saturday morning, December 3rd at 10am at the Little River Community Center.

The board will hold a closed meeting at intervals approximately mid-way between the open meetings. The next one will be held Wednesday, October 26th.

The board will hold a closed meeting two weeks before each open meeting to prepare an agenda for the open meeting. The agenda will be circulated by email and members may request additions to the agenda. The two week interval will be increased before the annual meeting to allow for preparation of the mailing.

### **New Business**

The rocks at entrance were struck and moved in an auto accident. Removal of the rocks has been requested. We consider the accident to be an unusual event. The rocks were placed to prevent people from parking in an area with poor drainage. The rocks will remain. Item closed.

Two board positions will be open at the end of the year. Barb will run again. Those interested in serving are invited to attend board meetings to become informed.

Members concerns as submitted prior to the meeting

We had a request to add boxes to contain the unboxed piles of chat.

The existing boxes were built and donated by members. We will request further help at the annual meeting.

Joel Todd requested help in repairing a roadside ditch near his house.

Harry, Doug, Chan, and Joel will meet to determine the best repair. The repair will be budgeted next year.

Next board meeting - October 26<sup>th</sup>, 10 am

Adjourned at 7:56

Attachment 1

**2016 Budget**

31-Aug-16

<u>Line</u>		<b>BUDGET</b>	<b>ACTUAL</b>	<b>VARIATION</b>
1	<b>ADMINISTRATIVE EXPENSES</b>			
2	Annual Meetings	\$ 120	\$ 266.13	\$ (146.13)
3	Attorney - Legal	\$ 250	\$ 37.50	\$ 212.50
4	Beautification	\$ 200	\$ 101.77	\$ 98.23
5	Insurance	\$ 1,000	\$ 927.00	\$ 73.00
6	State / Federal Tax	\$ 10	\$ 13.70	\$ (3.70)
7	Office Supplies & Expenses	\$ 450	\$ (157.46)	\$ 607.46
8	<b>Sub-Total</b>	<b>\$ 2,030</b>	<b>\$ 1,188.64</b>	<b>\$ 841.36</b>
9	<b>ROAD EXPENSES</b>			
10	Gravel Road Maintenance	\$ 2,000	\$ 10,028.94	\$ (8,028.94)
11	Paved Road Maintenance	\$ 3,500	\$ 3,950.42	\$ (450.42)
12	Paved Road Resurfacing	\$ 20,000	\$ 19,740.00	\$ 260.00
13	Snow Removal	\$ 7,000	\$ 4,235.26	\$ 2,764.74
14	Tree Removal	\$ 1,000	\$ 310.00	\$ 690.00
15	<b>Sub-Total</b>	<b>\$ 33,500</b>	<b>\$ 38,264.62</b>	<b>\$ (4,764.62)</b>
16	<b>MAINTENANCE MANAGER</b>	\$ 11,400	\$ 7,600.00	\$ 3,800.00
17	Material Expenses	\$ 1,000	\$ 38.10	\$ 961.90
	<b>Sub-Total</b>	<b>\$ 12,400</b>	<b>\$ 7,638.10</b>	<b>\$ 4,761.90</b>
18	<b>FIREWISE COMMITTEE</b>	\$ 1,000	\$ 875.00	\$ 125.00
19	<b>EMERGENCY / CONTINGENCY</b>	\$ 2,500	\$ 1,170.00	\$ 1,330.00
20	<b>TOTAL EXPENSES</b>	<b>\$ 51,430</b>	<b>\$ 49,136.36</b>	<b>\$ 2,293.64</b>
21	<b>ASSESSMENT INCOME</b>	\$ 47,250	\$ 45,697.52	(\$1,552.48)
22	<b>INTEREST INCOME</b>	\$ 400	\$ 418.35	\$18.35
23	<b>IMPACT FEES</b>	\$0	\$ 2,500.00	\$5,000.00
24	<b>2015 CARRYOVER BALANCE</b>	\$ 70,299	\$ 70,298.76	
25	<b>TOTAL INCOME</b>	\$ 47,650	\$ 48,615.87	\$965.87
26	<b>TOTAL EXPENSES</b>	\$ 51,430	\$ 49,136.36	\$ 2,293.64
27	<b>PROJECTED YEAR-END BALANCE</b>	\$ 66,519	\$ 69,778.27	\$3,259.51
<b>28</b>	<b>ACTUAL BALANCES - CHECKING</b>		<b>\$ 18,652.97</b>	
	- SAVINGS		<b>\$ 600.80</b>	
	- DUKE		<b>\$50,524.50</b>	
			<b>\$69,778.27</b>	

Road Report  
Sept.12, 2016

Butterfly lane paved

4 tenth of a mile chipped and tarred

Line stripping

( 4 tenth of stripping to be re stripped Oct. 15)

Tree removal

2017 Projects

4<sup>th</sup> of mile chipped and tar

Re gravel under power line and roll

Look at paving Overlook lane ????????

Repair covert on Pisgah Drive

Standard maintenance

Attachment 3

## **Meeting to Discuss Bylaw and Covenant Updates**

**07/13/16 at 10 am**

### **In Attendance**

Board Members

Doug Chick

Barb Harrah

Ed Hauschild

Note that these were topics for discussion. Any changes to the bylaws or covenants are subject to approval by the membership.

### **Bylaws**

Article V, Section 4 states that board members are elected by secret ballot. Given the varying numbers of votes, the need for proxies, and the possibility of internet voting, a secret ballot is not possible. Voting cannot be secret from election administrators, but should be secret from others.

Article VI, Section 2 provides means for handling the resignation or removal of a board member, but there is no mechanism for a leave of absence as is currently the case.

Article VII, Section 3f requires a report by the Architectural Control Committee at each board meeting. Remove this requirement.

Article VII, Section 9 requires that the Website Committee maintain the member email addresses. But the Website Committee members are not board members and, therefore, they should not have access to board email. Since email content and email addresses are strongly associated, email addresses should be handled by the board secretary.

Article VIII, Section 1 deals with annual assessments. Add that the current assessment amount can be found on the association web site.

### **Covenants**

Page 2, paragraph 3 - Remove the comment in parentheses about references to the developer

Article IV - Requires construction to be completed within twelve months. Add that completion is defined by the issuing of a Certificate of Occupancy.

Article VI prohibits keeping livestock and poultry. The last sentence is redundant and therefore may be deleted.

Article XXIII, Enforcement - Add better means of enforcement of violations.

Article XXV, The Pinnacle Section, Number 3 requires the Architectural Control Committee to monitor shake roofs for mold, mildew, and deterioration. Remove this sentence.

### **Adjourned at 11:24**

Next meeting on Wednesday July 27th

## **Bylaw/Covenant Meeting to Discuss Architectural Control Interests**

**07/27/16 at 10 am**

### **In Attendance**

Board Members  
Barb Harrah  
Ed Hauschild  
Arch Ctrl Committee Rep.  
Doug Adams

Note that these were topics for discussion. Any changes to the bylaws or covenants are subject to approval by the membership.

### General Philosophy

Maintain the existing lifestyle because that's why people moved here.

### **Covenants**

Article IIC – Add that plans submitted to the Architectural Control Committee are “maintained by the committee.”

Add a clarification with respect to responsibility for correction  
If Arcectural Control Committee misses something then it stands.  
if owner misses, he has to correct.

### Setbacks

IA – Improve the wording for the grandfathering of setbacks

IIB 3 – Make it clear that the 15 foot vegetative buffer is intended for privacy.

Put all setback, privacy butter, and firewise guidelines in the same section. They are in conflict now.

Clear cutting is prohibited. Make it clear that an owner can be billed for erosion due to vegetation removal.

Impact fee – we judge the current fees to be OK.

Post a “Deed Restricted Community” sign prominently.

Article III, Section C – Remove “small camping trailers” since any mobile living facility is not allowed.

We need additional guidelines for remodeling and renovation. Changes should be consistent with the covenants.

Clotheslines may be allowed if not visible from road.

Fees and penalties should be subject to revision by the board.

---

----- Forwarded message -----

From: **David Adams** <[dadams216@outlook.com](mailto:dadams216@outlook.com)>

Date: Mon, Aug 1, 2016 at 12:48 PM

Subject: Covenant Comments

To: "[pffpoa@gmail.com](mailto:pffpoa@gmail.com)" <[pffpoa@gmail.com](mailto:pffpoa@gmail.com)>

Barb, Ed

I've reviewed the sections of the covenants that apply to building, architecture, etc (article I page 4 through article XII page 9). Here are my comments.

#### **Article I**

Paragraph A - Remove the word "barn" from the 3<sup>rd</sup> line. We are not an agricultural community and do not allow agricultural animals.

Paragraph 1-setbacks...Clarify the setback relative to existing structure....I think Ed captured this when we met. The paragraph below 1(c) gives the ACC the right to grant setback variance from the road but not the back or sides of the lot. This seems inconsistent. The reason used for allowing a variance from the road setback could equally apply to the back or side of the lot.

Paragraph 2(c) – I don't think we should allow "for sale" signs at the entrance to the community. It looks like crap and if there are more than 1 or 2, it makes our neighborhood look like a place people are desperately trying to flee. Our community is well marked and isn't hard to find. There is no need for relator signs at the entrance.

#### **Article IIB**

Paragraph 1 – Need a better definition of "clear cutting". Will we allow the cutting of all trees except for 1?

Paragraph 2&3 – Needs to be reworked as we discussed. If a house is exactly 30' from a lot line (as allowed) but we also allow clearing of 30' from the house, how is he going to maintain a 15' vegetative buffer? Should say something like, "may clear 30' unless the house is 45' or less from the lot line. In all cases a 15" vegetative buffer will be maintained."

#### **Article III**

Paragraph A part A – Remove "barns". See comment regarding Article I paragraph A above.

Paragraph A part B - Is it time to remove the exceptions?

Paragraph A part C – As we discussed we don't allow trailers with living facilities so remove "small camping trailer" which is very ambiguous.

#### **Article IV**

What does the 1<sup>st</sup> sentence mean? How do we define "noxious or offensive"? Noxious and offensive to who? I know what we are trying to say, but that is very weak.

We need to add something for a house actively being constructed but not finished in 12 months. It's not a nuisance, just a big or slow moving project. Around this area, 12 months is considered an average time to build a house, not a long time. Either increase 12 months to a longer time, or include a variance process for longer running projects. Also, when does the clock start? With ACC approval or clearing or???

#### **Article V**

The intent is clear, but who determines this? Include a statement such as, "as determined by a majority of the directors".

**Article VI**

I've thought more about our discussion as to whether or not bees are a household pet. They are not. You don't keep them in your house at any time. They are like livestock. They are also like agricultural animals in that you keep them to produce a product, not unlike chickens.

**Article X**

First sentence should be removed and changed to "No lot may be subdivided." Allowing owners to subdivide will change the nature of the community plus open all sorts of arguments about developer rights. We should prevent people from buying 3 or 4 acres and then building a mini subdivision. The only exception to this may have to be Eckart/Country Estates.

**Article XII**

Paragraph A – I haven't quite decoded this paragraph, but it seems to be written very precisely and therefore something from the attorney. I would ask him for clarification on this one.

Paragraph E - It seems to say the owner cannot put a structure/improvement in the easement, but if he does he has to maintain it. Doesn't make sense to me. If he can't put it there, why mention who maintains it?

That's everything I picked up on. One last thought. When you take these to the attorney for final writing/review, have him do it in normal English rather than legal jargon. If they can make other legal documents clear and easily understood, why not our covenants? Who knows...if we do this maybe more people will read them.

David