

PFFPOA Board Meeting

September 26, 2024

via Zoom

Board Members present:

Patrick Kelly, President

Randy Paquette, Vice President

Wally Booth, Treasurer

Debra Grice, Secretary

Amy Kelly, Road Maintenance

David Ward, Resident (Joined meeting at 6:11)

Meeting was called to order at 6:01.

Minutes from previous meeting approved.

Roads Report - Amy Kelly

- Amy discussed planned repair for Chan to clean out culverts near 400 block of Pisgah Forest Drive.
- Chan was given a \$2000 advance payment to purchase supplies for the hot asphalt repair on Pisgah Forest Drive. Work will begin as soon as possible pending the weather. All places for repair have been marked in red.
- Amy has placed an order for road signs. An additional Stop sign was ordered to place at Black Walnut and School House Roads.
- Taylor's Curve work was completed at additional expense to make it level with the existing asphalt. Several residents have since commented on how well done the job is.
- Chan's contract is up for renewal. Patrick will handle the details of his new contract and present to the board for approval.
- Patrick will handle contacting the engineer for getting new elevation measurements on the back side of Pisgah Forest Drive.

Miscellaneous Business

Fire Ponds Report:

- The pond at the backside of Pisgah Forest Drive has expanded, but the drainage is good.
- Patrick is still awaiting a response from Little River Fire Department. Debra volunteered to visit the station to make contact.
- Randy will talk with John Popiel about maintenance on the pond at School House Road.
- Patrick checked the pond on Mr. Dobberstein's property and the access is overgrown. Will discuss with Little River Fire Department on how to maintain.

Rental Guidelines:

A committee is being formed to work on writing guidelines for rentals. It currently consists of David Ward and Gary Maingot. Patrick will contact a part time resident, who also rents their residency, to complete the committee.

Directory:

Patrick is continuing to work on revising it.

Emergency Awareness:

Patrick contacted the HOA President of The Reserve to open the evacuation route in the event that any storm damage occurs. The gates were opened this evening.

Board Seat Opening:

The board position currently held by Debra Grice is expiring. Debra is willing to continue holding the position. As per procedure, the Board member nominating committee has been formed, consisting of Randy, Amy, and Wally. Letters for nominations will be sent prior to the annual public meeting on December 7th at 9:00 a.m. at Little River Community Center.

Beautification of Front Entrance:

A motion was made by Debra, seconded by Randy, and unanimously agreed upon by all members to have Wallace Booth continue to work on the beautification and upkeep of front entrance.

HOA Assessments:

- Debra will assist Wally in the mailing of 2025 HOA Assessments at the end of December.
- Letters were sent to two residents with delinquent HOA Assessment accounts on September 6th. These were second notices. If payments are not received by October 1st, liens will be filed.

Next HOA Meeting Date:

The next HOA Meeting date is scheduled for October 31st at 6:00 p.m. via Zoom.

The meeting was adjourned at 6:59 p.m.

Treasurer's Report - Wally Booth

		As of:		9/26/24
<u>Line</u>			YE23 Balance	\$182,398
		<u>BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE</u>
1	ADMINISTRATIVE EXPENSES			
2	Association Meetings	\$120	\$-	\$120
3	Attorney - Legal	\$3,500	\$-	\$3,500
4	Beautification	\$500	\$-	\$500
5	Insurance	\$1,000	\$1,011	\$(11)
6	State / Federal Tax	\$250	\$653	\$(403)
7	Office Supplies & Expenses	\$230	\$191	\$39
8	Web Site	\$630	\$-	\$630
9	Sub-Total	\$6,230	\$1,855	\$4,375
10	ROAD EXPENSES			
11	Gravel RoadMaintenance	\$6,000	\$549	\$5,451
12	Paved RoadMaintenance	\$2,500	\$13,189	\$(10,689)
13	Paved RoadResurfacing	\$106,000	\$6,577	\$99,423
14	Snow Removal	\$5,000	\$510	\$4,490
15	Tree Removal	\$500	\$-	\$500
	Sub-Total	\$120,000	\$20,825	\$99,175
16	MAINTENANCE MANAGER	\$28,200	\$21,150	\$7,050

17	Material Expenses	\$3,500	\$1,065	\$2,435
	Sub-Total	\$31,700	\$22,215	\$9,485
18	FIREWISE COMMITTEE	\$100	\$-	\$100
19	EMERGENCY / CONTINGENCY	\$2,500	\$3,433	\$(933)
20	ROAD RESERVE FUND/ Carryover	\$-		
21	TOTAL EXPENSES	\$160,530	\$48,329	\$112,201
22	ASSESSMENT INCOME	\$92,221	\$89,772	\$(2,450)
23	Approved spending from prior year	\$-	\$-	
24	Est emergency spending approved		\$-	
25	TOTAL SPENDABLE AMOUNT	\$92,221	\$89,772	
26	Amt available to spend		\$36,842	
27	INTEREST INCOME	\$960	\$5,681	\$4,721
28	IMPACT FEES	\$-	\$7,500	\$7,500
29	Prior Year CARRYOVER BALANCE	\$182,398		
30	TOTAL INCOME	\$93,181	\$102,953	\$9,772
31	TOTAL EXPENSES	\$160,530	\$48,329	\$112,201

32	PROJECTED YEAR-END BALANCE		\$115,049	\$237,021	\$121,973
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33	ACTUAL BALANCES	- CHECKING		5,463.73	
		- SAVINGS		76,406.06	
		- CD Savings		51,872.44	
		- CD Savings		62,134.48	
		- CD Savings		20,542.70	
		- DUKE		20,602.06	
		Total	\$-	237,021.47	

**Treasurer's Report
Book balance**

\$237,021.47