

Pine Shadows Civic Club

Meeting Minutes

February 19, 2022 @ Scenic Loop VFD

Present: President-Don Marlow, Vice President-John Long, Secretary-fill in Rebecca Marlow, Treasurer-Chris Caruso, Director-Neil Cramond, Director-Susan Griffin. Property Owners-Jenny Wright, Dennis Roccato, Connie Fulford, Delbra Perkins, Bill Perkins, Sharon Caruso, Annie Delling (Sign-in sheet to be attached)

Next meeting: May 21, 2022, 9am, Scenic Loop Fire Station

1. Call to Order

Meeting was called to order at 9:10am by President Marlow

2. Welcome

President Marlow welcomed everyone to the meeting.

3. Reading of Minutes of Previous Meeting

President Marlow asked for a waiver of the reading due to Secretary Bowdin being out. Treasurer Caruso motioned to waive the reading of previous meeting minutes, Vice President Long seconded the motion. All were in favor – reading waived

4. Treasurer's Report

Treasurer Caruso read the Treasurer's Report and advised it will be posted on PSCC Website. Checking Account is currently at \$19,201.48 and Savings Account is currently at \$4,930.59 and totaling at \$24,132.07. During the last three months, there have been no out of cycle expenditures. Reimbursement has been made to Treasurer of \$148.00 for paper, stamps, etc. 98 accounts have been paid with 14 remaining outstanding for Lot Dues. We have collected \$10,620.00 and \$1,180.00 are outstanding. Treasurer Caruso advised one individual has been identified as not having paid during his tenure with PSCC and suggested referring to the attorney for collection. President Marlow asked if there was any written documentation where we have sent letters for collection. Treasurer Caruso stated he did not have anything. President Marlow suggested we send a Certified/Return Receipt letter to the individual giving him 30 days, then 15 days, then 5 days, then file in small claims court. Vice President Long agreed to have the documentation that the individual has been notified multiple times. Treasurer Caruso said he will draft a letter for review of the Board before sending it out. Vice President Long motioned to accept the report and Director Cramond seconded, all were in favor and was Accepted as read.

5. Committee Reports

Vice President Long advised nothing to report. Treasurer Caruso advised nothing to report, Director Cramond advised nothing to report.

6. Old Business: Discussion on Christmas Lights Contest

Delbra Perkins commented she loved the lights. President Marlow said it went really well. Several agreed the contest was a huge success.

Treasurer Caruso advised there is an issue with the street signs at his intersection. Don stated we will need to make contact with the Commissioner to get correct signage at that intersection.

7. New Business

- (1) President Marlow advised Treasurer Caruso had sent a request to discuss the A-frame house on the corner of Pine Shadows Dr and Inlet. Treasurer Caruso stated he witnessed the trash from this location being blown into ditches and neighboring yards. Vice President Long stated he went over and talked to the new owner and has advised. Long also said the owners are putting an RV on the property so they can stay in it when they come down on the weekends to work on the house. Several members said they saw the RV and the owners out working on the outside of the house and property.
- (2) President Marlow advised he received complaints on the road condition of Shadow Lane. Treasurer Caruso suggested moving this road to the top of the priority list to get resurfaced. Annie Delling suggested having a weight limit added to Restrictions. Treasurer Caruso suggested to have the Architectural Committee establish regulations for load limits on our roads during construction. Director Cramond suggested to put it in Policy or some sort of Checklist. Annie Delling said it is not just the delivering of the Dumpsters but the picking them up after they are full as well as unloading and loading equipment in the road. President Marlow suggested if they can unload/load on the property would be better than on our road. Bill Perkins asked if the County could put resurfaced asphalt on the road temporarily until the construction was completed. Director Cramond asked if we could call the Commissioner. Annie Delling said they used to call the Foreman, Kenneth Hambrick, to come look at the road or to ask for pricing. She said to do Miller Rd it was \$24000.00 total. Director Griffin asked if that was our part, Annie Delling said, "No, that was the total and we only paid \$12000.00". Delbra Perkins suggested all property owners contact the Commissioner. She said she contacted them as an owner not as a board member. Treasurer Caruso disagreed with Perkins, advising we need to utilize the Board, that is what we were elected for. Susan Griffin said Ted has done a lot to keep the road drivable and we make sure we have good renters. Treasurer Caruso reiterated on calling for residents to not talk to neighbors and present to Board to handle issues. Vice President Long said we want people to talk to their neighbor first and if they can't work it out, then bring to Board. President Marlow said if you have a complaint to put it in writing with your signature because if it goes to court, we need that documentation. Bill Perkins wants to put black stuff until ALL construction is complete, don't want to pay for a new road for it to be torn up by construction. President Marlow advised will get road patched in Phase 1, Phase 2, Phase 3, etc.
- (3) President Marlow advised Arch has discussed with him about cleaning ditches, having culverts washed out and/or having culverts upgraded to correct size. Stating Arch had spoken with a representative from the County that advised VFD could flush them out. President Marlow said he advised Arch that the information was incorrect, that the VFD could not flush them out. Marlow also said he is trying to get Commissioner Robertson to come to our meetings or even a special meeting with the Board soon. Treasurer Caruso asked if there was a certain size culvert. President Marlow advised 18" to 24". Annie Delling advised it is by elevation. Marlow said yes, but there is a general of 18" to 24". Delbra Perkins advised people are burning in ditches. President Marlow asked Vice President Long to post on PSCC Facebook for people to NOT burn in the ditches. Dennis Roccato asked about neighbor with standing water under the house if there was anything that could be done. Annie Delling said she has a number for the owner. President Marlow asked Annie if she would contact them and advise of the mosquito hazard.

- (4) President Marlow advised the original Deed Restrictions were filed in 1966 and refiled again in 1971 according to Polk County Clerk. President Marlow discussed the new house that is having issues due to TRA restrictions on septic. President Marlow advised Director Cramond has stopped work on the revisions for the Deed Restrictions due to the New State Rules and him not having the correct copy of the Deed Restrictions. President Marlow discussed HB 3571 – Protection of Security Measures, the board can come up with 4 types of fencing material that will be allowed for property owners to fence their yards. Treasurer Caruso asked about part of a fence, could the front be one type and the sides and back a different type. Annie Delling said the State is changing the percent of the fence material. Annie Delling said the Board has the duty to post the State Rules on the website. Rebecca Marlow suggested to wait on posting a link to the State Rules until the Board is ready to present amended Deed Restrictions for approval from all property owners. Bill Perkins said we already did that but have not seen anything. He asked if there was a timeline for getting the amended restrictions. Director Cramond said he will write half page to coordinate this with the property owners, as Treasurer Caruso wrote on board, 1) Request for suggestions with open/close date, 2) Board internal review – 3 months, 3) Legal review, 4) Resident's vote.

Any Other Miscellaneous Business:


SLVFD Crawfish Boil will be May 14, 2022


Next Meeting Date:

May 21, 2022

Meeting adjourned at 11:01am by Treasurer Caruso and seconded by Vice President Long

meeting minutes taken by Rebecca Marlow on behalf of Secretary Stephanie Bowdoin and are a true representation of what occurred.


Secretary
Stephanie Bowdoin


President
Don Marlow

Pine Shadows Civic Club

Minutes of the May 3, 2022 Special Called Meeting

The meeting was held telephonically. The meeting was called to order at 10:23am by President Don Marlow.

Members present: President Don Marlow, Vice President John Long, Secretary Stephanie Bowdoin, Treasurer Chris Caruso, Director David Reaves, Director Neil Crammond.

Purpose: To vote on road repair to Shadow Lane bid proposal received by Polk County. The total bid is for \$19,382 with County paying half and Pine Shadows paying half, approximately \$9700.00 each.

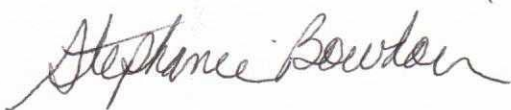
Each member received and reviewed bid. Neil asked why County did not discuss with us prior to starting the road work. Don stated that evidently the County spoke with Commodore Cape President Don Jett, and former Board President Al Brasher who gave consent to begin work. Don M explained to County our board has changed and Al is no longer on the board. County had been notified June 2021 that Don Marlow and John Long were President and Vice President respectively and they should be contacted regarding any Pine Shadows community business. Don explained that it seems that there was a large misunderstanding of who to contact and the County thought they were receiving consent from an authorized representative. John stated that we needed to complete the job since it was started. David asked how much money was in our account. Don said we have \$21,036.48 in savings and \$4931.23 in checking. Don also stated he has spoken with the County Commissioner and she is well aware of the communications breakdown. Stephanie said unfortunately this work has started and we cannot leave it half completed. We need to ensure this does not happen again but we need to finish the road repairs. John, Chris and Don agreed. David suggested we try to negotiate a lower rate with County, Don agreed to request lower rate but added if denied we would have to pay the \$9700. Don requested a vote. Susan Griffin was not at meeting but did receive bid proposal and also agreed.

Don Marlow-yes; John Long-yes; Chris Caruso-yes; Stephanie Bowdoin-yes; Susan Griffin-yes; David Reaves-no; Neil Crammond-abstain from the vote for following reasons: Quotation is dated 27th April and I believe the work commenced before this date. 2. I do not have the required expertise or experience to evaluate this bid and have insufficient time to complete research. 3. The Board should write to the county explaining our process for expenditure and the approved representatives for bid review and approval.

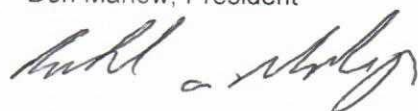
Majority vote to complete the work. Meeting ended by Don Marlow at approx. 11am.

Minutes Attestation Statement: The above minutes are a true representation of what transpired at the meeting to the best of my knowledge.

Stephanie Bowdoin, Secretary



Don Marlow, President



Pine Shadows Civic Club

Meeting Minutes

May 21, 2022 @ Scenic Loop VFD

Present: President-Don Marlow, Vice President-John Long, Secretary-Stephanie Bowdoin, Director-Neil Cramond, Director-Susan Griffin, director David Reaves.. 8 Property Owners-Sign-in sheet to be attached.

Next meeting: August 27, 2022, 9am, Scenic Loop Fire Station

1. Call to Order

Meeting was called to order at 9:03 am by President Marlow

2. Welcome

President Marlow welcomed everyone to the meeting.

3. Reading of Minutes of Previous Meeting

Secretary Bowdoin read minutes from 2/19/22 meeting. President Marlow requested a motion to accept minutes. John Long made a motion, seconded by David Reaves. Secretary Bowdoin read minutes from Special Called Meeting 5/3/22. President Marlow requested a motion to accept minutes. John Long made a motion, seconded by Susan Griffin

4. Treasurer's Report

Report read by President Marlow in Treasurer's absence

Combined Checking and Savings Balance Total: \$25,789.51

Accounts Payable: During the last 12 months, notable abnormal large expenditures were: Boat Ramp

Repair: \$4,100, Headwall and Pier Repair: \$10,790

Reimbursements:

During the last 3 months, there have been approximately \$100 in reimbursements or direct expenditures primarily for certified letters.

Lot Dues:

We have collected: \$11,940. There remain 5 accounts in arrears for a total of \$592.50. John Long requested a motion to accept report. Stephanie Bowdoin made a motion to accept, Neil Crammond seconded motion.

5. Committee Reports/Old business

Vice President Long reported that neighborhood entrance was mowed by Al Brasher and the boat ramp gate was fixed by David Reaves. Don Marlow requested a motion to create a new communication sign at neighborhood entrance due to multiple complaints that residents are unable to see current sign. John Long made motion, Susan Griffin seconded it. Melissa Long asked what would be used for lettering. Don Marlow said use letters. Annie Delling offered to donate vinyl planks for sign and would see if she also had some posts. David Reaves suggested building sign with permanent "meeting on..." and then only need to add the date as needed. Melissa requested someone else update sign due to many residents complaining about sign. Arch Waller said he like idea of vinyl instead of wood. Annie said others have signs that hang off the subdivision sign but I am not a fan of that. Melissa stated the board needed to assign someone to manage the sign. Don Marlow said board needed to appoint a sign committee. Melissa stated people don't read signs. Arch asked why poster board was not used. Melissa said the rain ruins it and you can't laminate it. Annie said yes we had issue in past with that. David Reaves then suggested we do a biannual poker run, one in Spring and another in Fall. Don Marlow said we are the fun community, lots of comments have been made to me by other neighborhoods. We also need to support the other neighborhood's events. Multiple discussion broke out regarding events. Pat Ford said it would be hard to divide up money for a multiple neighborhood fundraiser. Don Marlow proposed we do only 1st and 2nd place prizes and eliminate 3rd place. Annie said 50% always goes back to POA from fundraisers. Several residents asked where that was written. David said there was no rule that says 50% goes to POA. Annie said all poker runs work that way, 50%. Melissa said whatever we decide about winnings needs to be posted clearly. Dennis Rocato said the last meeting it was said that fundraiser purpose was to keep lot fee down and I am participating for community and to keep lot fees down. Susan said most people do these for fun. Don Marlow said the Fundraising Committee comes up with plans and I will let them make that decision. Arch asked who was on sign committee and offered to provide the sign if others would build it. David said it needed to be bigger than a real estate sign. Neil Crammond offered to manage the Pine Shadows sign by his house. John Long and David Reaves will be on sign committee along with Annie Delling. Susan asked why we could not use eye hooks. Melissa asked for Velcro. Don Marlow said the sign committee needed to meet to make a plan. Pat Ford reported the Yard of the Month winner this month was so appreciative and thanked David Reaves for being able to stop a resident in process of putting up a carport that went way past build line and explaining process of getting it approved by board first. Susan Griffin suggested a welcome committee for new residents with copy of deed restrictions and board member's numbers given to them and volunteered to be chairperson of that committee. Melissa Long offered to make Pine Shadows merchandise. Stephanie Bowdoin and Rebecca Marlow also to be on welcome committee.

6. New Business:

President Marlow reported that Polk County had offered to repair Shadow Lane for free using something different that was being used in Trinity County currently. Neil Crammond said we needed to ask what material was and how well it will hold up as it's a new material used before accepting for higher traffic road. Don said we had no control over what County put down for free at no cost to us and if we want upgraded road we need to pay for it. Don also said we can put on deed restrictions what weight loads can come in here. Susan Griffin asked how that would be monitored. Annie Delling said it was not so much a weight limit as where trucks drive on road, they go on the line of road and the grass which breaks down the road, if having construction done unload in your yard. Don Marlow asked if there were ever markers on the curve between Pine Shadows Drive and Pine Brook. Annie said we had t posts once. Don said if County puts them up they are responsible and not us. Arch Waller asked if more asphalt was needed there. David Reaves said the drain culvert was right there, the County would need to add asphalt, I will take pictures and share with County and see what can be done. Neil said roads are the biggest expenditure and most emotional topic, if this is important then we need a road committee to go inspect road quarterly etc. Don said it's not our responsibility, it's all county roads and they will just come patch road which makes it worse. Avis Lair said yes much worse. Annie said we usually waited until we had money to repair roads first. Don said that was why we talked with County and requested a lower price and they offered free.

Next Meeting Date:

To be determined

Meeting adjourned at 10: 17 am by Vice President Long and seconded by David Reaves.

Minutes Attestation Statement: The above minutes are a true representation of what transpired at the meeting to the best of my knowledge.


Stephanie Bowdoin, Secretary

Don Marlow, President

Sign in Sheet 8/21/22

Stephanie Bowdoin

AP Adams

Arch Waller

Pat Ford

Melissa Long

Janie Kelly

Quis Lair

DAVID REARS

Neil Cramond

DONALD MCELROY

DENNIS R.

Susan Griffin

Pine Shadows Civic Club August 27, 2022 meeting minutes

Meeting called to order at 9.03. Don Marlow (Part-Time due to Fire Service call-out), John Long, Neil Cramond, David Reeve and 5 residents were present.

Minutes read from previous meeting dated 21st May 2022. Motion made to accept the previous meeting minutes was made by Davide Reeve and accepted by John Long.

Treasures report was read by Don Marlow.

Combined Checking and Savings Total: \$26,584.86 and we have \$100 in small bills for fundraiser startup costs and till seed money.

Accounts Payable: During the last 3 months, we have paid the annual TRA invoice and have written a check to Allstate Insurance for \$2,020.00, but it has not yet been posted.

Reimbursements: During the last 3 months, there have been no reimbursements.

Lot Dues: There was an error in last month's report; the report stated we had collected \$11,940, but the correct number was \$11,347.50

As of this report, we have collected: \$11,482.50. There remain 4 accounts in arrears for a total of \$457.50

Fundraiser:

Details on the July 3rd Fundraiser have been provided to the board.

July 4th Fund Raiser donations were discussed and all persons making donation were thanks by the board. All agreed the event was a huge success.

Discussion was held regarding a potential Ice Cream Social in September and a Poker Run event in November.

Pat Ford questioned if electricity can be made available at the boat Ramp pavilion. Discussion progressed at the construction cists and the potential increase in insurance liability costs and SHECO standing charges. John Long will look at potential installation costs but no other actions were noted.

Discussion was held at the condition of the Log Cabin at the front of the sub division and the construction that is progressing at the brick house on Inlet Drive. This progressed in a discussion of how the Board decides on how to enforce the Deed Restrictions and progress on the revision of the deed restrictions. Board outlined that there are now 4 types of fencing that will be supported by the Architectural Committee following a review of updated Texas Laws for property security.

Meeting was adjourned at 9.53 with no further business.

Stephanie Bowden
W. L. ...

Transactions:

Date	Description	Debits	Credits
8/8/2022	SHECO ACH SAMHOUSTONELEC - JULY	-\$177.75	
8/2/2022	REGULAR DEPOSIT		\$160.00
7/31/2022	INTEREST PAID	\$1.81	
7/22/2022	CHECK 1204 - T.R.A.	-\$96.80	
7/7/2022	SHECO ACH SAMHOUSTONELEC - JULY	-\$177.75	
7/6/2022	REGULAR DEPOSIT - July Fundraiser		\$641.00
6/30/2022	INTEREST PAID	\$1.71	
6/30/2022	REGULAR DEPOSIT		\$287.50
6/30/2022	INTEREST PAID	\$1.61	
6/8/2022	SHECO ACH SAMHOUSTONELEC - JUNE	-\$177.75	
5/31/2022	INTEREST PAID	\$1.770	

Motion to accept the Treasurer Report was made by John Long and Seconded by David Reeve.

General Business.

Discussion was held regarding the erection of the sign at the entrance to the neighborhood. This will be progressed when the ground softens with some rain.

Discussion was held regarding recent requests to the Architect Committee and Architect Committee approvals for the submissions from Arch Waller and Scott Harvey