

**THE LAKES OF PINE FOREST HOMEOWNERS ASSOCIATION, INC. BOARD MEETING ON TUESDAY, OCTOBER 23, 2018 AT 6:30 PM AT THE POOL HOUSE 4811 BELLA LAKES, HOUSTON, TEXAS 77084.**

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**SCANNED**  
1/25/19 B2

**OPEN SESSION**

**DIRECTORS PRESENT:**

Joshua Verde  
Danny Anderson  
Anne Halphern  
Devon Clay  
Mohamad Hijazi

**ALSO IN ATTENDANCE:**

Becky Zalocha representing Crest Management

Call to Order:

The Open Board Meeting was called to order at 6:55 pm.

Adoption of Agenda:

The Agenda was approved as presented.

Homeowner Forum

There were 3-Owners present for the Open Board Meeting.

Minutes: The June 21 and October 9, 2018 Minutes were reviewed by the Board with one revision on the date of the June Minutes. The Board approved the Minutes with the revised date change.

**FINANCIAL REPORTS:**

2019 Budget:

The Board approved the 2019 budget.

2019 Budget Insert Letter:

The Board approved the 2019 insert letter.

2017 Tax Return:

The Board was presented with the 2017 tax return. The Board approved the 2017 Tax Return.

Financial Summary:

The Board was presented with the financial summary, income statement, and balance sheet for the financials ending September 30, 2018. The Association had \$455,859.21 in the operating accounts and \$119,802.00 in the Reserve Account. There were \$7,699.46 in outstanding 2018 assessments. The Association was 97.09% collected as of September 30, 2018.

**BUSINESS:**

Crest Administrative Agreement:

The Board was presented with the renewal agreement for Crest Management. The Board approved the Agreement.

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Trash:

The

The Board discussed the change of trash companies when the contract expires in 4-years. Quotes will be taken before the expiration to try to find a company that will continue with individual billing. Estimated changes to the Trash Contract by Kevin Atkinson of Texas Pride Disposal were presented to the Board for their review.

MUD Inspection Report:

The Mud Inspection Report was presented to the Board for their review. The Mud will contact the association when they begin the pond and repairs.

Quorum Amendment:

The Board approved and discussed the terms of the Quorum Amendment, so they will not have to go to the expense of rescheduling the Annual Meetings when they have not met quorum.

Reserve Study:

The Board requested a copy of the Reserve Study to be emailed to them so they can review the documents for the finances of the Association.

**RATIFICATIONS:**

Electrical	AED Electric	\$1,657.09	Exterior Lighting; Monuments & Pool
Decorative	Cypress Concepts	\$2,110.88	Holiday Decorations
	Kronberg Flags	\$ 415.68	Flags for Main Monument
Monuments	Integricote	\$3,866.26	Cleaning, Painting, Sealing monuments
Bridges	Barker Cypress MUD	\$3,225.00	Repairs to Bridges
Pool	Greater Hou Pool	\$ 433.00	Seal Drain & Off-Line Chlorine Tower

**EXECUTIVE RATIFICATIONS:**

Delinquent Assessment:

The Board approved a lien on 1 delinquent assessment over \$2,400.00 in the Executive Session.

**SCHEDULING OF NEXT MEETING:**

The next meeting scheduled meeting will be the 2018 Reconvened Annual Meeting on Thursday, November 8, 2018 at The Living Word Church of the Nazarene at 7:00 pm.

Adjournment: The Board meeting was adjourned at 8:00 pm.

  
Board President Danny Anderson

1.24.18  
Date

<b>Lakes of Pine Forest</b>	
<b>2019 Approved Budget</b>	
	<b>2019</b>
	<b>Approved</b>
	<b>Budget</b>
<b>Maintenance Fees</b>	<b>\$720.00</b>
<b>Revenues:</b>	
Residential Assessments	\$390,240.00
MUD Contribution	\$14,042.00
Interest on Unpaid Assessments	
Interest Income	\$500.00
<b>Total Revenues</b>	<b>\$404,782.00</b>
<b>Less Uncollected Assessments</b>	<b>-\$11,707.20</b>
	<b>\$393,074.80</b>
<b>Expenses:</b>	
<b>Administrative</b>	
Administrative Contract	\$19,200.00
Office Supplies	\$250.00
Copies	\$3,000.00
Postage & Delivery	\$3,500.00
Community Mailouts	\$700.00
Meetings	\$500.00
Administrative Notices	\$2,168.00
Record Storage	\$240.00
Deed Restriction Expenses	\$1,000.00
<b>Administrative Total</b>	<b>\$30,558.00</b>
<b>Professional Services</b>	
Legal - Corporate	\$5,500.00
Legal - Collections	\$4,000.00
Legal - Collections Billed to Own	\$0.00
Legal - Deed Restrictions	\$2,000.00
Legal- Deed Restrictions Billed to	\$0.00
Tax Preparation & Audit	\$1,000.00
<b>Professional Services Total</b>	<b>\$12,500.00</b>
<b>Grounds Maintenance</b>	
Landscape Contract	\$54,680.00
Landscape -Extra/Other	\$9,000.00
Irrigation Repairs	\$5,000.00
Force Mows	\$500.00
Force Mows - Billed to Owner	\$0.00
<b>Grounds Maintenance Total</b>	<b>\$69,180.00</b>
<b>Lakes &amp; Fountain Repairs</b>	
Fountain / Lake Management	\$7,900.00
Fountain / Lake Repairs	\$25,000.00
<b>Lakes &amp; Fountain Repairs Total</b>	<b>\$32,900.00</b>
<b>Repairs &amp; Maintenance</b>	



<b>Lakes of Pine Forest</b>	
<b>2019 Approved Budget</b>	
	<b>2019</b>
	<b>Approved</b>
	<b>Budget</b>
<b>Maintenance Fees</b>	<b>\$720.00</b>
Flags	\$1,500.00
Electrical Repairs & Maint	\$3,000.00
Fence Repairs & Maint	\$12,000.00
Playground Repairs & Maint	\$1,500.00
Power Washing	\$0.00
Sidewalk / Concrete R & M	\$0.00
Signage R & M	\$2,000.00
Other Repairs & Maint	\$15,000.00
Pest Control	\$1,000.00
<b>Repairs &amp; Maintenance Total</b>	<b>\$36,000.00</b>
<b>Pool</b>	
Pool Contract	\$37,296.00
Pool Extra Services	\$500.00
Pool Repairs & Maintenance	\$2,500.00
Pool Furniture & Equipment	\$4,000.00
Pool Supplies & Tags	\$2,000.00
<b>Pool Total</b>	<b>\$46,296.00</b>
<b>Utilities</b>	
Street Lights	\$32,300.00
Electricity	\$21,700.00
Water & Sewer	\$42,550.00
Telephone	\$1,500.00
<b>Utilities Total</b>	<b>\$98,050.00</b>
<b>Other</b>	
Property Taxes	\$120.00
Insurance	\$12,500.00
Holiday Decorations	\$2,793.29
Community Events	\$2,000.00
Website Maintenance	\$1,200.00
Misc.	\$477.51
Bad Debts/Write Offs	\$5,500.00
Capital Reserve Fund	\$43,000.00
<b>Other Total</b>	<b>\$67,590.80</b>
<b>Total Expenses</b>	<b>\$393,074.80</b>
<b>Profit / Loss</b>	<b>\$0.00</b>