

PFFPOA Board Meeting

March 27, 2025

via Zoom

Board Members present:

Patrick Kelly, President

Randy Paquette, Vice President

Wally Booth, Treasurer

Debra Grice, Secretary

Amy Kelly, Road Maintenance

Meeting was called to order at 6:01 p.m.

Minutes from the previous meeting were approved.

President's Report - Patrick Kelly

The board will make a better effort in posting minutes promptly to the website.

Treasurer's Report - Wally Booth (see below)

Roads Report - Amy Kelly

- Discussion of gravel roads. Residents were concerned about the amount of gravel on Falcon Rd. Chan put down five truckloads. Amy, Debra, and Wally have walked the road and inspected it; they all agree that it needs more gravel in certain places. Amy will let Chan know to add more in the bare patches. It should only take one truckload.
- Amy will also contact Chan about reworking the culvert and reinforcing a narrow part of the road using rip rap and gravel. Amy will notify Wally when Chan is ready to complete the work so Wally can point out the places that need attention.
- Debra pointed out that another area close to the top of the road could use more grass seed. Amy will ask Chan to add more seed.
- Chan will begin repairing Pisgah Forest Drive with hot asphalt within the first few weeks of April. If Chan needs to block the road, an email will be sent notifying residents; however, he doesn't anticipate needing to do so at this time.
- A copy of Chan's contract will be updated and posted on the website.
- Amy will contact Chan about clearing debris and leaves from ditches and other areas on roadsides where it accumulates. This work doesn't require additional payment as it is part of regular maintenance listed in Chan's contract.
- Wally suggested that Amy needs additional help with the roads. Amy will contact Greg Harbin to see if he is interested in helping. It was recommended that the helper should regularly drive the roads and make note of issues and report back to Amy.
- Amy will order more evacuation route signs.

Miscellaneous Business

Architectural Committee:

Wally initiated a discussion about the role of the committee in following up on applications, site plans, and work to insure that issues like plans and setbacks are being met, dates of completion are followed, etc.

The board recommends that applications be sent electronically and receipt of as-built survey when home is completed.

Patrick will discuss and follow up with the committee.

Website: The board agreed that the website needs to be updated showing a current map of the community including homes, properties, ponds, and the evacuation route. Patrick will follow up.

Audit and Budgeting: Wally will review the bylaws and make recommendations about updating.

Vacation Rental Guidelines:

The board discussed the guidelines.

Debra suggested adding that homeowners should check the status of burn bans before allowing renters to use fire pits. The board agreed to add this guideline.

The guidelines will be sent to all property owners.

The meeting was adjourned at 7:25 p.m.

Treasurer's Report

Pisgah Forest Farms Property Owners Association

2025

		As of: 3/27/25		
<u>Line</u>		YE24 Balance		
		<u>BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE</u>
1	ADMINISTRATIVE EXPENSES			
2	Association Meetings	\$120	\$-	\$120
3	Annual Picnic	\$125	\$-	\$125
4	Attorney - Legal	\$3,500	\$-	\$3,500
5	Beautification	\$500	\$-	\$500

6	Insurance	\$1,025	\$-	\$1,025
7	State / Federal Tax	\$2,190	\$697	\$1,493
8	Office Supplies & Expenses	\$230	\$188	\$42
9	Web Site	\$-	\$-	\$-
10	Sub-Total	\$7,690	\$885	\$6,805

11	ROAD EXPENSES			
12	Gravel Road Maintenanc e	\$6,000	\$6,910	\$(910)
13	Paved Road Maintenanc e	\$45,000	\$3,466	\$41,534
14	Paved Road Resurfacing	\$-	\$-	\$-
15	Snow Removal	\$5,000	\$3,033	\$1,967
16	Tree Removal	\$500	\$-	\$500
	Sub-Total	\$56,500	\$13,409	\$43,091

17	MAINTENA NCE MANAGER	\$28,200	\$7,050	\$21,150
18	Material Expenses	\$3,500	\$1,850	\$1,650
	Sub-Total	\$31,700	\$8,900	\$22,800

19	FIREWISE COMMITTE E	\$100	\$-	\$100
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20	EMERGEN CY / CONTINGE NCY	\$3,000	\$354	\$2,646
21	ROAD RESERVE FUND/ Carryover	\$-		
22	TOTAL EXPENSES	\$98,990	\$23,548	\$75,442
23	ASSESSME NT INCOME	\$93,058	\$58,260	\$(34,798)
24	Approved spending from prior year	\$-	\$-	
25	Est emergency spending approved		\$-	
26	TOTAL SPENDABL E AMOUNT	\$93,058	\$58,260	
27	Amt available to spend		\$54,456	
28	INTEREST INCOME	\$6,096	\$1,961	\$(4,135)
29	IMPACT FEES	\$-	\$-	\$-
30	Prior Year CARRYOV ER BALANCE	\$229,618		
31	TOTAL INCOME	\$99,154	\$60,221	\$(38,933)

32	TOTAL EXPENSES		\$98,990	\$23,548	\$75,442
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33	PROJECTE D YEAR-END BALANCE		\$229,782	\$266,290	\$36,509
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					<u>Expires</u>
34	ACTUAL BALANCES	- CHECKING		24,610.42	
		- SAVINGS		36,833.42	
		- CD Savings		73,120.44	10/12/25
		- CD Savings		75,187.74	09/12/25
		- CD Savings		41,211.35	4/12 &5/12/2025
		- DUKE		21,077.90	
		Total	\$-	272,041.27	

Treasurer's Report Book balance

\$266,290.27

Actual balances surplus/(deficit)

\$5,751.00

0

0

0

0

0

0

-5060	O/S check 2383
-691	O/S check 2382
\$(0.00)	Net