

Pinehurst at Waldenwood Homeowners Association (PWHA)

March 2021 Regular Board Meeting Minutes

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ITEM 1.0 - Time and Place:

RingCentral on-line meeting due to COVID. Meeting called to order at 7:22 PM.

ITEM 1.1 – Roll Call:

Doug Stewart, Chris Winks, Bryan Eppler, Regina Downey, and Mel Diego.

ITEM 1.2 – Proof of Meeting Notice or Waiver:

Meeting notice was established by publishing of the meeting minutes on 2/18/21.

ITEM 1.3 - Approval of Prior Regular Meeting Minutes:

Mr. Winks motioned to approve the February 2021 Meeting Minutes. Mrs. Downey seconded the motion. Motion carried unanimously.

Mr. Winks motioned to approve the February 2021 Annual Meeting Minutes. Mrs. Downey seconded the motion. Motion carried unanimously.

Mr. Stewart motioned to approve the February 2021 Organizational Meeting Minutes. Mr. Winks seconded the motion. Motion carried unanimously.

ITEM 2.0 - Guest Speakers/Homeowners/Members:

In Attendance: James Saum (Lot 1-091)

Discussion(s): None at this time.

ITEM 3.0 - Officers Report:

President's Report:

Silverlake Water District easement should be completed this year. Items to be completed is cleanup and fencing. Snohomish County is expected to conduct their biennium review. PWHA will need to come up with a maintenance plan. The HOA will need to hire this work out. This work is also tied to the reserve study. Mr. Saum spoke with Surface Water and they may due one more cleanout for us due to COVID.

Reserve Study was conducted by Cedcore on Feb. 24, 2021. PWHA selected a one-time engagement for \$1,328.56. We anticipate the results Reserve Study by the end of March.

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BOD agreed to continue to look at revisions to By-laws and R&R's push out into Fall of this coming year. Meeting set for March 24, 2021 to complete draft revisions of the R&R's. PRE is providing an updated fee schedule from our attorney.

The BOD has agreed to discussion options with Nicolas Marin of Navigate Community Management. Mr. Stewart to establish a meeting and advise the BOD.

Treasurer's Report:

PWHA has not received any financial reports since December 2020, which was received on 2/15/21. *The lack of financial reporting by PRE is of concern to the BOD.*

We need to investigate delinquent accounts. The issue of \$1,434 for the Ripley's is still an issue. The amount of \$1,434 should be off our ledgers. As of this month, the amount is still present. *We need to resolve and are unable because we have no financials to review from PRE.*

A few pre-paid's for Lots 1-037 and 1-069 needs accounting resolution. These two Lots need to be recorded as miscellaneous income. Condo Law handled the foreclosures. PRE to validate with Condo Law. *We need to resolve and are unable because we have no financials to review from PRE.*

PRE to re-state the credits that were offered up on their behalf and demonstrate those on the ledger. *No action from PRE on these credits.*

Secretary's Report:

We have sent out a mailer to collect current HOA member information with our annual meeting packet. Waiting for the mailer from the Annual Meeting packet. If not, we will start pursuing homeowner information by a different means.

ITEM 4.0 - Phillips Management Report:

PRE was not present at this meeting. Jill Wright is out for medical leave. Elizabeth Gessel is to be handling issues for us on Jill's behalf. Elizabeth was not present at our meeting and *many items are remaining unresolved.*

What is the status of the mailbox that was damaged? PRE has still has not taken action on the replacement. A quote to replace the mailbox from Architectural Building Specialties, LLC for \$1,822.68 including WSST was received was received months ago. Replacement still pending. *PRE to take action to get the mailbox replaced now.*

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Lot 1-179 is still not in compliance. Home is starting to appear dilapidated. The home is not being maintained to the requirements of the CC&R's. *PRE to issue fine(s)*. BOD has no information demonstrating that this action ever occurred by PRE.

Regarding the split rail fence at the entry, Mr. Winks was having a hard time getting Skinner to quote a replacement. *PRE is sending Mr. Winks a contact to receive a bid / quote*. Mr. Stewart requested a post be added, so a sign can be mounted; one location only. *PRE has not acquired a quote from new landscapers*.

ITEM 5.0 - ACC Committee Report:

Broken lights at the entrance had a new bulb replaced by Mr. Saum. This light did not appear to have power. Mr. Saum intends to go back and see if he can determine what the power issues is at this light and report back.

Mr. Russel is getting quotes for playground equipment and anticipates having more information next month. Mr. Russel is waiting on three quotes. It appears that ROM for the work is \$18k. We should consider asphalt from the end of the pavers back to where the park entrance opens. Other drainage alterations may be required. Drainage issue must be addressed prior to making and investment on new playground equipment. Further *investigation will need to occur during the spring* to better determine drainage needs.

We have one new / outstanding ACC request.

1. Lot 2-020 has requested information on landscaping and pavers. Mrs. Downey to an ACC request form to this homeowner so they can correctly apply.

New ACC approvals.

2. Lot 1-159 has received approval for paint, roof, and fence.
3. Lot 1-160 has received approval for a privacy screen and fence.

ITEM 6.0 - Homeowners Requests and Violations:

1. *PRE to send us information on Alternative Dispute Resolution (ADR)*. We can add this information to the BOD tool kit for homeowners that are in direct dispute with each other. *ADR documents not received by the BOD from PRE*.
2. *Mr. Eppler sent two home maintenance issues to PRE for warning letters. No action taken by PRE. Mr. Eppler resent again on 3/15/21 to PRE for action.*
3. *Mr. Saum to send multiple parking violations along 45th Ave SE to PRE for warnings and fines notification(s).*

ITEM 7.0 - Maintenance Report:

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1. Pond cement needs repair. On hold due to COVID. Mr. Saum reports no major erosion occurring. This needs to be addressed this summer when there is no water coming over the spill ways.

ITEM 8.0 - Unfinished Business:

1. *PRE contract under review.*
2. WA State Governors Proclamation related to COVID was established has been extended to the end of March 2021 currently. We will need an update on the proclamations at next month's meeting.
3. *PRE is revising their process for issue resolution from notices coming from HOA Member through the website and emails. Additionally, PRE is moving to Cinc software that may help us resolve process issues. No change or updates from PRE.*
4. BOD to create a response matrix; separate meeting to discuss. BOD decided to complete R&R's first then circle back to response matrix.
5. *Annual dues mailer must be sent out. Mailer must include spring clean up letter as drafted and placed on PRE letterhead. Mr. Stewart to ensure PRE has the letter.*
6. Mr. Eppler made a motion to allow the ACC to post a notice to all mailboxes that parking enforcement will be brought into compliance. Warning and fines will be issued along with parking violation sticker on windows. A parking enforcement letter will be included in the same mailing as the spring cleanup letter to be sent out by PRE. Mr. Stewart seconded the motion. Motion passed unanimously.

ITEM 9.0 – Meeting Adjournment

Notice of Next Meeting: Third Monday of each month. April 19th at 7pm is the next regularly scheduled meeting. The meeting will be on-line. The link below is the standing meeting room link each month.

<https://meetings.ringcentral.com/j/1481246046>

Adjournment: The meeting adjourned at 8:52 PM.