

## **Pinehurst at Waldenwood Homeowners Association (PWHA)**

### **April 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 7:05 PM.

#### ITEM 1.1 – Roll Call:

Doug Stewart, Bryan Eppler, Jason Russel, and Courtney Severson of PRE.

#### ITEM 1.2 – Proof of Meeting Notice or Waiver:

Meeting notice was established by publishing of the meeting minutes on 3/18/21.

#### ITEM 1.3 - Approval of Prior Regular Meeting Minutes:

Mr. Stewart motioned to approve the March 2021 Meeting Minutes. Mr. Russel 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 are 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. An estimate has been provided to clean up the pods for \$13,500. More analysis is required. We need to clarify if the work is part of the Reserve Study. Review of the pond is set for May 6<sup>th</sup> at 7:00 PM.

Reserve Study was conducted by Cedcore on Feb. 24, 2021. PWHA selected a one-time engagement for \$1,328.56. We anticipate the results of the Reserve Study by the end of March. [PRE to find out the status of our Reserve Study from Cedcore.](#)

The BOD has agreed to discussion options with Nicolas Marin of Navigate Community Management. Mr. Stewart to establish a meeting and advise the BOD. [BOD to review all documents by next meeting such that a decision can be made.](#)

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We need to review the Rice insurance documents.

Silverlake Water district is starting to do work at the top of the development. They are connecting stormwater pipes in between a couple of the homes.

Box truck at the development is on Snohomish property. The BOD has contacted the Snohomish Sheriff. The Sheriff told us to file a complaint on their website. PRE to send email to the community requesting support of filing complaints. Complaints can be filed at <https://www.snohomishcountywa.gov/FormCenter/Sheriff-4/Parking-and-Traffic-Complaints-543>

*The required information is below.*

Location of the Complaint:	Corner of 116th St SE & 45th Dr SE, Everett WA 98208
Day(s) of Violation(s):	Mondays, Tuesdays, Wednesdays, Thursdays, Fridays, Saturdays, Sundays
Time(s) of Violation(s):	Mornings (5 a.m. - 9 a.m.), Daytime hours (9 a.m. - 5 p.m.), Evenings (5 p.m. - 11 p.m.)
Vehicle Description Make:	International, GVWR 26,000 Make: Box Van, Color: Yellow, License: C63354U, Business Logo: "Global Forwarding Logistics LLC." This is a commercial vehicle that has continued to be in violation of County Code 11.05.020.

#### *Treasurer's Report:*

PWHA received our March financial just prior to the meeting. BOD did not have time to review prior to the meeting.

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. *PRE to walk the BOD through their new portal to find accurate information.*

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#### ITEM 4.0 - Phillips Management Report:

PRE was not present at this meeting. Jill Wright is out for medical leave. Elizabeth Gessel & Courtney Severson 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.*

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. PRE is going to send contact for ABC Construction and All City Fence.*

#### 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. Proposal to be made this summer and planned for in the FY2022 budget.*

Confirm Mr. Russell is directing PRE to send final status of ACC requests to the Member(s).

We have one new / outstanding ACC request.

1. None

New ACC approvals.

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2.

#### 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. 11010 47th Ave, SE

#### ITEM 7.0 - Maintenance Report:

1. Nothing new to report.

#### 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. *PRE to advise if proclamation has been extended again.*
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. *PRE to walk the BOD through the new portal at the next Regular Meeting.*
4. BOD to create a response matrix; separate meeting to discuss.
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. Status of bi-annual yard sale(s) will not be marketed by the BOD this year. Traditionally, the first yard sale of the year has been Mother's Day weekend.
7. Twelve notice for parking violation sent out this month and two fines were sent.
8. Mr. Winks to provide full website access to the BOD.

#### ITEM 9.0 – Meeting Adjournment

*Notice of Next Meeting:* Third Monday of each month. May 17<sup>th</sup> 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 8:31 PM.