

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

### **June 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 7:10 PM.

#### ITEM 1.1 – Roll Call:

Doug Stewart, Bryan Eppler, Chris Winks, Regina Downey, 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 5/17/21.

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

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

#### ITEM 2.0 - Guest Speakers/Homeowners/Members:

*In Attendance:* Member from Lot 1-091, Member from Lot 1-038

*Discussion(s):* Lot 1-037 regarding continuing lease issues. Serious issues with the four male tenants. Member at Lot 1-091 and Lot 1-038 have confirmed the blatant disregard to CCR's & R&R's of the community. Documentation to the BOD has been provided separately including video recordings. The documentation has been verified again by Lot 1-091. Constant rotation of tenants. The tenants constantly produce noise of various types and now the tenants have started harassing the neighbors. Lot 1-038 is having to consider civil suit.

#### ITEM 3.0 - Officers Report:

*President's Report:*

Notice to homeowners about construction at the top of the development needs to go out.

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. **Mr. Saum is going to procure three bids to clean up the ponds and the area around them. Still pending.**

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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. Review of the report found that the street spurs were missing. *PRE to have Cedcore revise. This is still in progress and awaiting adding the street spurs.* Annual dues will need to increase to cover the reserve study finding in future years.

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. BOD to schedule a Special Meeting to review and discuss further.* Meeting was scheduled for June 16<sup>th</sup> at 6:30 PM online. Mr. Stewart and Ms. Downey interviewed Navigate about property management. More to follow on this assessment.

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, 11.05.03, and 11.05.040.

Pine trees at the entrance to the development look dead and leaning. *PRE to contact Skinner Landscaping to evaluate the tree before next meeting. Still pending.*

*Treasurer's Report:*

Mr. Winks received our May's report this morning 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. *PRE to reconcile this payment for overdue / fines. Still pending.*

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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. *Mr. Winks to confirm complete with PRE.*

PRE provided a \$600 credit for services not provided to the Association (see page 46 of April's report; bank account reconciliation report). *Mr. Winks to confirm.*

Prepays on page 71 need further clarification and explanation. *PRE to clarify May's statement. It appears the association is getting charged fees not due. PRE to ensure everything on insurance policy was paid in full.*

#### *Secretary's Report:*

Nothing to report. Consider using SmartSheet for violation tracking.

*PRE to send CC&R's that are searchable and can have bookmarks created.*

#### ITEM 4.0 - Phillips Management Report:

What is the status of the mailbox that was damaged? PRE has still has not acted 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. PRE hopes to know more later this week.*

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 tow away 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. ABC Construction has reviewed, no quote yet. PRE to follow-up with All City.*

#### 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*

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*the spring* to better determine drainage needs. Proposal to be made this summer and planned for in the FY2022 budget.

There are unresolved requests for tree removal.

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. Several ACC requests appear to be outstanding. Mr. Saum will check in with Jason Russell.

New ACC approvals.

2. None at this time.

#### ITEM 6.0 - Homeowners Requests and Violations:

1. Lot 2-008 – Mr. Stewart has responded and contacted the Member. Mr. Stewart sent information to *PRE for action*. This relates to homeowners play equipment and yard being used by neighbors without consent. *What is the status? The offending Member is from Lot 2-007.*

#### ITEM 7.0 - Maintenance Report:

1. Nothing new to report.

#### ITEM 8.0 - Unfinished Business:

1. *PRE contract under review.*
2. 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.*
3. BOD to create a response matrix; separate meeting to discuss.

#### ITEM 9.0 – Meeting Adjournment

*Notice of Next Meeting:* Third Monday of each month. July 26<sup>th</sup> at 6:20 pm 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>

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*Adjournment:* The meeting adjourned at 8:32 PM.