

## **Pinehurst at Waldenwood Homeowners Association (PWHA) July 2020 Regular Board Meeting Minutes**

### ITEM 1.0 - Time and Place:

RingCentral on-line meeting due to COVID. 7:25 PM

### ITEM 1.1 – Roll Call:

Chris Winks, Doug Stewart, Bryan Eppler, Jason Russell, Mel Diego, and Jill Wright with Phillips Management.

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

Prior meeting minutes published in requisite time frame of notice with location and time.

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

Mr. Russell motioned to approve the June 2020 Regular Meeting Notes as written. Motion seconded by Mr. Stewart. Motion carried unanimously.

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

*In Attendance:* None

*Discussion(s):* None

### ITEM 3.0 - Officers Report:

*President's Report:* Discussed Special Meeting held July 17, 2020 to gain 2nd opinion regarding ability to govern during COVID. A unanimous motion was agreed to allow the expenditure of NTE \$2,500 to gain the second opinion. BOD agreed to continue to look at revisions to By-laws, CC&R's, and R&R's. Mary's towing has been engaged and signs have been placed throughout the development. PRE is sending warnings and fines notices for CC&R and R&R violation. Going forward, PRE will copy the BOD on all warning and fine notices that they have determined during their site visits.

*Secretary's Report:* Pinehurst homeowners list is being updated based off Snohomish County Assessor's Office records. 141 of 246 records have been updates as of this meeting. Warning and Fines Log is being updated this month with the many additional notice sent out by PRE. We have significant number of active issues.

*Treasurer's Report:* The BOD was not able to review the financial records as PRE's vendor had not provided updated financials. May and June information is to be sent by July 21, 2020. As a result, Mr. Winks was not able to report.

ITEM 4.0 - Phillips Management Report:

PRE is to secure bid for reserve study. PRE to send final 10-day notice to Lot 1-174 and L-057. PRE noted that Lot 1-129 needs to submit ACC request for driveway extension.

Mr. Stewart motioned to move \$691.10 from balance under owner security deposit to unclaimed funds. Mr. Russell seconded the motion. Motion carried unanimously.

ITEM 5.0 - ACC Committee Report:

BOD directed PRE to continue conducting site inspections. BOD is still working to update landscaping contractors schedule to keep a more consistent presentable manner in the Common areas in keeping with R&R's. This month two new ACC requests for review and approval. PRE to provide copies of approval or denial letters. Broken lights at the entrance to the development have been identified and action is being taken to replace. All picnic tables in the park need to be reset in concrete. Park may also need a refresh.

ITEM 6.0 - Homeowners Requests and Violations:

1. General parking issues continue. Mr. Russell motioned that PRE provide one additional site inspection each month, fourteen days after initial visit for the next three months to ensure compliance with CC&R's and R&R's. Mr. Stewart seconded the motion. This represent \$340 additional expenditures for each of the three months. Motion carried unanimously.
2. Lot 1-158 asking about tree trimming. PRE to advise homeowner that they can trip the trees at their expense. PRE to provide copy of the notice sent on this issue.
3. Many violations on-going with yard and home maintenance. PRE to send copies of warning notice for yard and home maintenance by no later than 8/18/20 to the BOD.
4. Lot 1-146 has had persistent yard and maintenance issues. Mr. Stewart motioned to have PRE to take immediate action to have a landscaping company correct unresolved landscaping deficiencies. Mr. Russell seconded the motion. Motion unanimously carried.
5. Lot 1-074 continues to have parking and late annual dues. PRE is to send to collection due to late annual dues and send notice for parking violation with specific language about towing of vehicles with persistent violations. A copy all correspondence to be sent to the BOD for review over the past six months along with all documents related to collections and towing notice.

6. Lot 1-068 notified the BOD that they have broken fences. PRE to advise the homeowner that fencing is their responsibility. See last year's BOD decision to turn fence sections over to the individual homeowners.
7. Lot 1-061 reported neighbor dispute and disturbance related to barking dog. This is a neighbor dispute; no action by BOD at this time.

#### ITEM 7.0 - Maintenance Report:

1. Parking on the grass along 47<sup>th</sup> Ave SE remains an issue. The BOD has selecting Mary's Towing Company and signs have been posted that vehicle's in violation will be towed. PRE to send email to all Members' letting them know that in keeping with CCR's we have signed the towing agreement with Mary's Towing and will be towing vehicle in violations.
2. Pavers work has been completed.
3. Pond cement needs repair. On hold due to COVID. This work will not happen until next year.
4. Little library / book borrow has been approved by the ACC approved, and the little library is under construction.
5. Split rail fence at development entry needs repair. No reply from Skinner Landscaping yet. Mr. Winks is still chasing down the quote.
6. Mr. Downey of Lot 2-037 has requested an environmentally friendly and cost-effective way to treat the ponds to stop mosquitoes. He requested the BOD approve the payment and use of three treatments to the ponds for the remainder of July, August and September. Mr. Winks motioned to reimburse Mr. Downey to provide mosquito stop and allow him to apply the treatments. Mr. Stewart seconded the motion. Motion carries unanimously.
7. A rooster has been reported in the neighborhood through the website. PRE to identify the property and send notice that a rooster is not allowed.

#### ITEM 8.0 - Unfinished Business:

1. Phillips Property Management Group contract under review. More discussion required.
2. WA State Governors Proclamation regarding management of HOA's; on-going.

#### ITEM 9.0 – Meeting Adjournment

*Notice of Next Meeting:* Monday, August 17<sup>th</sup> at 7pm. The meeting will be on-line.

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

*Adjournment:* The meeting adjourned at 9:19 PM.