

Pinehurst at Waldenwood Homeowners Association (PWHA) September 2020 Regular Board Meeting Minutes

ITEM 1.0 - Time and Place:

RingCentral on-line meeting due to COVID. 7:12 PM

ITEM 1.1 – Roll Call:

Chris Winks, Doug Stewart, and Bryan Eppler

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. Stewart has asked the response to the guest homeowners be appended to the meeting minutes as Attachment A for their review. Mr. Russell motioned to approve the August 2020 Regular Meeting Notes with attachment and as written. Motion seconded by Mr. Winks. Motion carried unanimously.

ITEM 2.0 - Guest Speakers/Homeowners/Members:

In Attendance: James Saum (Lot 1-091)

Discussion(s):

1. Mr. Barnhart's tree issues (Lot 1-168). Picture have been sent to the board. Mr. Saum recommends that these trees be removed. Mr. Winks to request bids for tree removal and stump and root grinding / removal.

ITEM 3.0 - Officers Report:

President's Report:

Silverlake Water District easement should be completed this year. Mr. Saum and Mr. Stewart reviewed the progression of the districts work. We cannot complete our HOA repair until after the district is complete. We or Snohomish County needs to review the integrity of the retaining wall behind the upper pond, where the catch basin inlet resides because the district added a riser on a catch basin. Catch basin appears to not be draining correctly into the pond. Discussed the negotiation of the easement by a consideration of \$5,000 or the landscaping at the top of the development. Mr. Winks to reach out to the county for the review and additionally see if sediment has been or will be cleaned out. Mr. Russel made a motion to work

with Silverlake to obtain the \$5,000 in consideration of the easement. Mr. Stewart seconded the motion. Motion carried unanimously.

[Lot 1-074 went to the attorney for compliance.](#)

BOD agreed to continue to look at revisions to By-laws and R&R's push out into Fall of this coming year.

Secretary's Report:

Pinehurst homeowners list is now complete based off Snohomish County Assessor's Office records. Warning and Fines Log is being updated this month with the many additional notice sent out by PRE. We have 139 active warning and fines. We have significant number of active issues that still need addressed. Parking continues to be an issue. Next big action to bring contact of HOA members up to date.

Treasurer's Report:

Again, we have no financials from PRE. PRE to get reports to Mr. Winks in a timely manner. Outstanding collection have gone down nearly (~\$10k owing; now ~\$6k owing) \$4k according to some information Mr. Winks has received.

ITEM 4.0 - Phillips Management Report:

What is the status of the mailbox that was damaged? Mr. Stewart to advise PRE next course of action. We received a quote to replace the mailbox from Architectural Building Specialties, LLC for \$1,822.68 including WSST. It was reported that Lot 2-057 caused the damage. PRE to see if the owner is prepared to pay for replacement.

Catch basin need to be cleaned by Members by September 15th each year. BOD to help identify affected Lots. PRE to pull together a plan after identification. Mr. Saum and Mr. Eppler to identify the homes and then ask PRE to send them notices.

ACC is comprised of Darrin Rainey, Doug Stewart, Jason Russell, and James Shaun. If ACC denies request, BOD is the appeals committee. ACC tracking spreadsheet is be created by PRE. We received an appeal letter from 1-100 regarding additional driveway extension. The BOD will review and respond within 30 days.

PRE is requesting that we send out a mailer to re-acquire HOA Member information so we can contact Members more effectively. The BOD recommends we send out the request with the Budget Ratification Notice (next month). PRE advise that we can send out with the Budget Ratification Notice.

PRE is to secure bid for reserve study. No update this month as PRE was not able to attend.

ITEM 5.0 - ACC Committee Report:

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. When contract ends, we will need to evaluate our next approach. Mr. Winks to talk with contractor this month when and how to schedule mowing to meet consistent presentable manner. Growth months need to be covered more accurately.

Broken lights at the entrance to the development have been identified and action is being taken to replace. Mr. Stewart has suggestions for replacement lights. We need to get the lights working and identify where the fixtures are located (covered by growth). Mr. Stewart will continue to work through the issue through the month of October.

All picnic tables in the park need to be reset in concrete. Mr. Eppler to review and provide feedback on work can done by committee or subcontracted. Park may also need a refresh. Mr. Eppler did not get to this in the month of September and will be reviewed in October. Mr. Russel is getting quotes for playground equipment and anticipates having more information next month.

We have five new / outstanding requests for ACC.

1. PRE noted that Lot 1-100 needs to submit ACC request for driveway extension (see above appeal).
2. Lot 1-129 Another driveway extension (waiting on ACC request).
3. Lot 2-034 Fence installation (waiting on ACC request).
4. Common Area: a request has been made to plant a row of hedges/trees between Lot 1-114 and Lot 1-113. This would block Common Area green belt access.
5. Lot 1-098. Did PRE send approval to this homeowner? PRE to follow-up and send the BOD a copy of the notification letter as none received to date.

ITEM 6.0 - Homeowners Requests and Violations:

1. Many violations continue to be on-going with yard and home maintenance. PRE has been sending copies of warning and fine notices to the BOD for our review. PRE to continue their evaluations and notices.
2. 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. PRE to provide and update for the October meeting.
3. 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. PRE to provide and update for by no later than the October meeting. Please provide a copy of the notice to the BOD.

4. Continue to see the Warning and Fine Log.

ITEM 7.0 - Maintenance Report:

1. Pond cement needs repair. On hold due to COVID. This work will not happen until next year. Mr. Stewart hopes to have a better date by the end of this month. See President's report above for more information.
2. Little library / book borrow has been approved by the ACC approved, and the little library is under construction. On hold until September due to COVID. BOD will follow-up in October.
3. Split rail fence at development entry needs repair. No reply from Skinner Landscaping yet. Mr. Winks is still chasing down the quote; anticipate more in October.

ITEM 8.0 - Unfinished Business:

1. Phillips Property Management Group contract under review. More discussion required.
2. PRE to go back and evaluate the homes that have been issued Warnings and Fines to ensure corrective measures are being taken care of throughout the development.
3. WA State Governors Proclamation regarding management of HOA's; on-going.

ITEM 9.0 – Meeting Adjournment

Notice of Next Meeting: Monday, October 19th at 7pm. The meeting will be on-line.
<https://meetings.ringcentral.com/j/1481246046>

Adjournment: The meeting adjourned at 8:48 PM.