

Pinewood Lakes Master Board Meeting
Meeting Minutes
December 5, 2022, 4pm Star Firehouse

4:05pm Call to order

Location: Star Fire

Board Members Present: Danielle Smith, Ben B Gagnon, Danyelle Thayer, Jim Mora, Vickie Shaw
Reserve Board Member: John Tensen

Visitor forum:

Tamara Neptune 141 S Highbrook

Pamela Frazer 135 S Highbrook

They have been communicating with the management companies and feel like they have not been getting the information they need for the Townhome Villas so they decided to visit a board meeting. Their concerns were the landscaping around the pathways, big tree branch laying under the tree, and overwatering grass area in between the townhomes becomes mushy. We have committed to talking with Aloha to get on same page for expectations of the landscaping of the Townhome Villa area. There are also some ugly plants/bushes they would like to replace, which we said they could submit a Design Modification application to get approved.

Another big concern is what the HOA responsibility is for the outside of the townhomes including roofs and gutters. At time of the meeting, we had not seen the Agreement for the maintenance for the outside of the Townhomes. We committed to finding it so we could have some clear answers.

The issue with the stepping stones vs sidewalks was discussed. There is an agreement that stepping stones were put in instead of sidewalks due to many issues presented by the developer. It was asked if they could put in a sidewalk at the owner's expense, however the issues would still be present. And the HOA would not be able to maintain them.

They also made a point to appreciate the efforts of the Board including the block party and the food trucks.

Close visitor forum

Open

Reserve Report:

- John is now President. Dave McDermott, VP. Donna, Secretary. Bill, Treasurer.
- Streets sweep on Wednesday. Done in spring and fall.
- Danyelle Thayer asked if Reserve meeting could be changed to accommodate for her to attend and represent the Master. John agreed as they are mostly all retired.

Old Business

Financials

o Budget

Add:

o townhome roof maintenance reserve account - \$5,000

Remove:

o 6212 Doggie Bags \$3000

o 6302 gravel rock- RV lot. \$500

o 6309 river rock in common area \$3000

- Change:
 - o 6406 RV gravel fill change to \$2000
 - o 6308 Holiday decorations – \$8000

Vickie makes a motion to approve the Master 2023 budget with the above changes (add, remove, change). Ben 2nd motion. All in favor. Motion passes.

- o Invoice Statements / Late notices
 - Issue with the Reserve members who also has account for the RV lot which is Master. These members are paying two different accounts. And the Reserve denies any help to pay the Master what has been paid to the Reserve for the RV lot.
 - Request for Samantha to write a proposal to allow for Reserve members to pay Master, and then Master to pay Reserve for their assessments.
- o AMI invoice review project
 - Danielle is still working on
- RV lot - Ben
 - o Updates – full and going to do fill rocks in spring
 - o Weed management schedule is in place.
- Landscape / Irrigations – Danyelle
 - o Waterfall – confirmed it is winterized
 - o Aloha is requesting a list of perennials –
 - Danyelle to get to him so he can order.
 - o Christmas Lights
 - Midstar proposal for holiday lights and decorations for \$7K. This includes organizing them, changing gate clips to magnetic clips. Price locked guarantee.
 - Vickie make a motion to accept Midstar proposal for \$7K for holiday lights per proposal. Jim 2nd. All in favor. Motion passes.
 - Danyelle makes a motion to take down lights first week of February. Vickie 2nd. All in favor. Motion passes.
 - o Irrigation Dredge – no update.
 - Michael Keyes posted that he talked to ditch guy – and ditching equipment blew an engine. New engine is on order but delayed due to supply chain issue. Hoping to finish by end of February.
 - o Patio Homes:
 - Status of landscape proposals.
 - Tabled due to needing more proposals.
- DMC
 - o Review application – language of pressure irrigation lines
 - Tabled due to time.
 - o Kinch application / issue
 - Reviewed all documents and came to conclusion that the approval letter is very clear that HOA is not responsible to move lines.

Danielle makes a motion to obtain legal council to review. Vickie 2^{nds}. All in favor. Motion carries.

- Capital improvement projects

- o Swing Set
 - Meeting to discuss with a member who works for City of Eagle and may be able to provide quotes that are more cost effective.
- o Pool improvements
 - Tabled for now. Need more info
- Social
 - o Welcome baskets – NWC –List of new people ?
 - o Tabled for now due to time.
- Violation report
 - o Master needs entire Master community report.
 - o Basketball hoops – policy needs to be written up so they aren't getting violations all the time but are maintained. Send to Samantha to draft up a policy.
 - Healthy fun activity
 - Challenge is those that block sidewalk.
 - Don't put on sidewalk.
 - If on street, then it needs to be moved back in
 - Not placed permanent on house
 - Needs to be in good conditions.
- Website
 - o Update better.
 - o Need community pictures
- Mailboxes
 - o Inventory –
 - Bill gave inventory numbers and put in the storage.
 - o Status of 2 homes needing repairs
 - Todd has repaired both.

New Business

- Villa Townhome maintenance agreement –
 - o Ben will look in the file boxes he has to see if he can find the agreement
 - o Then send to NWC to put on website as well as write letters to address members concerns.
- Annual meeting has been scheduled for: April 20th, 630pm
 - o Start listing the items to discuss / accomplishments / etc
- Next Master Board Meeting is scheduled for January 23rd, 4pm at the Star

Firehouse. Meeting adjourned

To do's from this Board meetings:

1. Locate the Townhome Villa agreement and respond according.
2. Let Samantha know the outcome of our meeting with the Townhome Villa members
3. Meet with Aloha on expectations of Townhome Villa landscaping / maintenance
4. Danielle - Send approved Budget with EDITS to Kristine, NWC
5. Request for Samantha to help write a proposal for the payments to the Master/Reserve
6. Danielle - Continue to add to AMI invoice review and discrepancy

project

7. Danyelle - list of Perennials to Aloha so he can order
8. Kinch pool – consult with legal counsel and respond accordingly
9. Send out swing set info
10. Samantha – basketball hoop policy per our notes in the board meeting
11. Everyone, start listing the items we accomplished in 2022 for the upcoming 2023 annual meeting.