

Pioneer Trails Homeowner Association- (PTHOA)
Annual Homeowners Meeting Minutes
Tuesday March 7th, 2017 (Final)

LOCATION: Silver Lake Baptist Church, 12918 35th Ave SE, Everett, Wa 98208

BOARD OF DIRECTORS: (All present)

President and presiding officer Bruce Meaker, Vice President Brendan O'Farrell,
 Secretary and Treasurer Will Matheny, Members at large Andy Hamack, and Audrey
 Chamberlain

PORT GARDNER PROPERTY MANAGEMENT (PGPM): Tom Gish

HOME OWNERS (H/O): Attendance (All persons physically present) 26

PURPOSE OF MEETING:

The Primary task is to conduct an All Homeowner election for the 2017 Board of
 Directors, up to a maximum of seven from a nominee candidate list, followed by
 standard business with discussion and financial report.

Meeting was called to order at 7:01pm by President Bruce Meaker, followed by welcoming
 comments and self introductions from the five currently serving Board of Directors.

The first order of business was the approval of the 2016 Annual Meeting minutes. Motion to
 accept as written came from Lynne Davis and 2nd to the motion by Paul Peterson. The
 Motion passed.

A. **TREASURES REPORT:** (Association Financial summary reviewed by PTHOA Treasurer)

1. Summary Sheet [Under Section A of the Feb 28,2017 financial report]

325 Pioneer Trails HOA
A-GL Balance Sheet Classified Standard
 Posted 02/28/2017

Assets		
<u>Cash</u>		
OPERATING ACCOUNT	103,447.57	
<u>Total Cash</u>	<u>103,447.57</u>	
<u>Reserve</u>		
REPL. CD - MT PACIFIC/2945 02/13/17 .75%	16,735.98	
REPL MMA - MT. PACIFIC/7562	24,587.57	
ROAD MMA - MT PACIFIC/8038	75,063.35	
<u>Total Reserve</u>	<u>116,386.90</u>	
<i>Total Assets</i>		<u><u>219,834.47</u></u>
Liabilities & Equity		
<u>Equity</u>		
RETAINED EARNINGS	99,158.10	
Net Income	120,676.37	
<u>Total Equity</u>	<u>219,834.47</u>	
<i>Total Liabilities & Equity</i>		<u><u>219,834.47</u></u>

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2. Association Receivables Delinquency and Payment Summary:
 [Under Section D of the Feb 28,2017 financial report]

<u>Description</u>	<u>G/L Acct #</u>	<u>Amount</u>
Assessment	4001	10,935.00
Credit Late Fee	4020	-9.00
Fine	4001	40.00
Late Fee	4001	537.00
Payment	1005	-1,138.00
Road Fund	4001	849.00
		11,214.00

B. 2016 ACCOMPLISHMENTS:

1. The tennis and basketball courts were re-surfaced. Additionally, one safety issue was addressed at the basketball court where sod was installed to raise the ground 3 inches to the level of the playing surface.
2. Asphalt trail maintenance/repairs were done and funded at the rate of \$15,000.
3. Trail Entrance signs, bollards, and trailhead privacy statements were repainted.
4. Responded to numerous requests for architectural and paint approval (thanks current board members and Chris Kern)
5. Reinforced the covenants for improper trailer parking, allowed sheds, and cutting of trees in the greenbelt.
6. Pond treatment was applied to control algae bloom in Pioneer Lake and Trail Lake.
7. Reserve Funds were invested in one year CD's for a better yield at Mountain Pacific Bank.
8. Bill's Tree Service (thanks Ken Bemis) removed danger trees in the common area.
9. Managed Landscape Maintenance Contract with North West Gardner.
10. Replaced dead or dying rhodies in the main entrances.
11. Completed follow-up road crack sealing.
12. Developed a trail flooding interim solution. Worked with Spring Haven and Dept. of Wildlife to establish a notch in the beaver obstruction. Next spring the top of the dyke will be cut down to effectively lower the water level.
13. Monitored the facilities for pond pump function (thanks Ken Bemis), beaver activity, and pathway incursion from Spring Haven.
14. Sponsored an Emergency Preparedness Presentation by Snohomish County Dept. of Emergency Management before the September BOD meeting (thanks Judy Kimball)

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15. PT picnic, our first community association organized social event, was a deserved celebration.

C. 2017 GOALS:

1. Trail repairs for root damage to the asphalt has been budgeted for up to \$15,000.
2. The three bridges of PT need re-painting and maintenance of the wooden structure to achieve an end of life through 2025. This project came under consideration last fall (one bid was - \$12,740). A more complete work plan will be developed to solidify a method and evaluation of savings to be approved by the Board. Our 2017 budget line item is \$2000 is our high bid limit to attract outside labor. Our alternative and preference is to organize a PT internal work party. Will Matheny has begun a refurbishment plan to extend the wooden structure's appearance through its 9-year remaining life time (Full replacement in 2025).
3. Pioneer Trails newsletter will be designed to deliver quarterly news and issues common to the concerns and celebration of our homeowners. Judy Kimball will chair the team of approximately 3 volunteers: Audrey Chamberlain, Bonnie Foti, and Jackie Sloan.
4. The Pioneer Trails Picnic Committee will develop a plan for this year's event. Audrey Chamberlain will chair a team of Terry Yocom, Maury Chamberlain, Bonnie Foti, Judy Kimball, Pat Davis, Lynn Davis, Renee Parrella, Brendan O'Farrell, Joyce Paulson and Jackie Sloan.
5. Anticipated reserve replacement fund expenditures for 2017 are:
Trail maintenance of \$15,000. Bark Refurbishment \$4,550. Landscape Refurbishment \$4950.

Discussions: Three bridges

While it was agreed that the bridges are looking bad, good questions were raised as to the personal value to homeowners or as to value added in end-life replacement. Some reminded the group that a great part of the value is to enhance the functional recreation usage and not just the esthetic appearance of our community, such as the case for maintaining the tennis and basketball courts, and play grounds.

Bridge color was also mentioned. The present color is very neutral. Some thought a Golden Gate Bridge color would be attractive to the eye. Audrey Chamberlain mentioned that the choice of color was adherent to the guidelines then considered so as not to detract or dominate the natural flora. Color guidelines decision to be made/approved by the Board of Directors before project start-up.

Judy Kimball suggested there be a committee formed to guide the planning of the refurbishment. **Action:** Presiding officer for 2017 to assign a chair person and members

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D. BOARD OF DIRECTORS NOMINATIONS AND ELECTION:

Quorum for conducting a valid election of members to the Board of Directors requires a minimum representation of 10% of the 302 homes in the association, amounting to participation by **31** voting units either by physical presence or by proxy.

HOME UNITS REPRESENTED:	Unit sheet sign in	18
	by proxy	<u>21</u>
Quorum established:	Total	39

The presiding officer identified our ballot slate of 7 names, and called for nominations from the floor of any additional individuals wishing to submit their name to the ballot to be included in the election for the seven Board of Director positions allowed by the By-Laws. No additional candidates were nominated, thus a call for motion was made to accept the 7 ballot names submitted, namely

Bruce Meaker Brendan O'Farrell, Will Matheny, Andy Hamack,
Audrey Chamberlain, Bonnie Foti, Paul Heneghan.

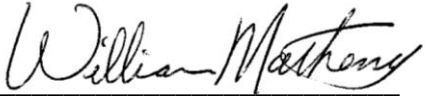
A member in the audience moved to accept, and Anne Peterson seconded the motion. The motion passed on a voice vote with no objections.

E. OTHER BUSINESS

Covenants Review committee chairperson, Brendan O'Farrell reported that the nature of possible conflict over covenant compliance may have to do with the progressive age of the agreement and documentation style of writing. Words like "may not" leave ambiguity where as "shall" or "shall not", or "must", "must not" are specific commandments. The committee will be reviewing this language and make recommendations for changes. It was noted that changes to the Covenants require a majority of the Association to approve.

Arch Bishop Murphy high school bright field lights have been left on well after school events have ended, even at times all night long. It was noted that this issue and the issue of loud noise have been addressed previously. Brendan O'Farrell agreed to contact the school on this matter.

Meeting adjourned at 7:41pm

Respectfully submitted, Secretary/Treasurer for 2016, 
William Matheny

Reviewed by the Board of Directors on this date: Review completed 3/22/2017

Accepted as final at the 2018 Annual Membership Meeting on 3/21/18