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***It's That Time of Year Again . . . . .***

This is a friendly reminder to our homeowners to please trim your trees and shrubs that extend into the street. It will help maintain our streets, enhance your property, increase visibility around corners, and prevent getting struck in the face by a branch when you're out and about. Your neighbors will appreciate it!

***Making Changes to Your Home? . . . . .***

Painting, roofing, or remodeling???. Don't forget to get those Architectural Change Forms signed **BEFORE** you start your projects. PTHA approval is required!!!

Why do I need these forms? . . . To enhance and protect the value, desirability, and attractiveness of the real property and our community.

Architectural Change Forms are available on the website at [www.pioneer-trails.org](http://www.pioneer-trails.org) or by calling Morris Management at 425.283.5858 x118 and requesting a form.

***Have a Covenant Complaint? . . . . .***

A covenant complaint form must be completed. No complaint will be taken unless the complainant is willing to give his/her name, address, and telephone number. This is to ensure that the complainant is a member of PTHA and therefore, entitled to make the complaint. No anonymous complaints will be taken.

Covenant Complaint Forms are available on the website at [www.pioneer-trails.org](http://www.pioneer-trails.org) or by calling Morris Management at 425.283.5858 x118 and requesting a form.

***Volunteers Needed . . . . .***

Looking for a way to help our community while maintaining our property assets? We are looking for volunteers to help paint our bridges and/or entrance signs. If you are able to dedicate an hour or two to help upkeep our community, please contact Morris Mgt.



***"Thank you for making a difference!"***

***Thank you! . . . . .***

Thank you Mary Ann Elbert for heading the Easter Egg Committee again this year. We really appreciate your time and your "helpers". The children really enjoyed the "hunt"!



**BOARD MEETINGS**

**LOCATION:**

Silver Lake Baptist Church  
12918 35th Ave. SE, Everett

**TIME:** 7—8:30 p.m.

**MEETING DATES:**

- June 2, 2008
- September 8, 2008
- November 3, 2008

**Calendar of Events:**

- Sept. 27 Garage Sale

# *Board of Directors Meeting Minutes (Apr. 7, 2008) . . . .*

“DRAFT”

## **Meeting called to order at 7:03 pm**

Date: Apr. 7, 2008  
 Presiding officer: Steve Booth  
 Quorum established: Andy Hamack, David Sant, Brenda Ferguson, John Torpey, & Dianne Ohori  
 Members present: Seven homeowners present.  
 MMI present: Jim Baska

**Purpose:** Purpose of the Board of Directors is to make decisions that impact all homeowners.

**Presentation:** GAF ELK roofing manufacturer and Home Depot representatives gave a presentation on the Grand Canyon Shingle. They claim it is comparable in price and slightly superior quality than the Presidential TL Ultimate. The product will be reviewed including site checks of roofs with this shingle. It was also emphasized that the Board does not dictate who the homeowners use for roof installers.

**Minutes:** Feb. 4, 2008 Board of Directors Meeting Minutes. **MSA.**

**Treasurer’s Report:** The report is on an accrual basis rather than a cash basis. Two multi-year late payers’ dues were collected, with one payer left. After a second written notice, a \$25 administrative fee is collected. **MSA.**

**Morris Management (MMI)’s Report:** Homeowners can contact Snohomish County PUD (425.783.1000) to report any street lights that need service. The pole number (S-XXXXX) is required.

- Based on the Treasurer’s recommendations and in an attempt to maximize PTHA’s interest income, the amount of money held in the operating checking account will be less than \$10,000 whenever possible.
- The completed 2007 tax return was forwarded to the Treasurer. An extension was filed to provide time for his review.
- A pond maintenance request for proposal was sent to 4 companies. One proposal was received. Aquatechnex was also asked to re-bid.
- A bid from Northwest Gardener for the baseball field project was received.
- A bid from Northwest Gardener for the “drive-over” project was received.
- Architectural Review: Approval letters were sent for 10 new roofs, 1 miscellaneous landscape modifications, 1 fence replacement, 1 storage shed installation and 1 house paint color.
- Monthly Community Inspections (2.14.08 & 3.13.08): One first violation notice, one second violation notice, and one third violation notice were sent. Eight past violations confirmed complete.
- An updated Community Activity Report was provided.
- A noticed was received from Silver Lake Water & Sewer District that the 4 backflow prevention assemblies are due for their annual inspection. In the past, this was covered by Earthworks. Jim will check with Northwest Gardener.

## **Unfinished Business:**

**Reserve Study:** David explained the Reserve Study. There is also an explanatory article in the March Trail Tales. The Study is under review.

**Landscape Contract:** Northwest Gardener was awarded the contract based on coming under budget, reliability, and experience with the company.

**Interest Bearing Operating Account:** MMI established 2 accounts, a non-interest bearing checking account and a savings account with a competitive interest rates to handle the operating funds. The reserve funds may be held in separate accounts/investments to be managed by the Treasurer.

**Entrance & Street Lighting:** Repairs to the lighting at the entrances have been completed. For street light repair, the contact info for PUD was given during the MMI report.

**Easter Egg Hunt:** The weather was beautiful and we saw approximately 70 children in attendance.

## **New Business:**

**Spring Clean-up:** A request for volunteers through the Trail Tales produced no volunteers. Without any volunteers, there will be no spring clean-up this year.

**Upcoming Events:**

- i. June 2, 2008 – Board Meeting (No Board Meeting in May.)
- ii. April 26, 2008 – Community Garage Sale

## **Homeowner Comments and Concerns:**

**Sealing the Private Roads:** A homeowner suggested that sealing the private roads and trails would help increase their life span. This was one of the

*Next Board Meeting is June 2. NO meetings during July & August.*

*Have a safe and fun summer! See you on September 8!*

recommendations in the Reserve Study. Jim is waiting for a quote from a sealing company.

**Contracts:** A homeowner commented that any contracts the Board signs should have an escape clause and someone to oversee the contractor. This is done.

**Contractors:** A homeowner appreciated the Board’s comment during the roofing presentation that the Board does not dictate which roofing contractor a homeowner can use.

**Greenbelt Clean-up:** A homeowner requested help in cleaning up the greenbelt of debris from cut branches and stumps.

**Speed Bumps:** A couple more “dots” came off. The homeowner suggested that the “dots” be attached with epoxy not tar. Steve will look into it.

**Solicitors:** A homeowner wondered if anything can be done about door-to-door solicitors. Another homeowner commented that the police said that there is not much that can be done shy of putting up signs like “No Solicitors”, “No Trespassing”, etc.

**Covenant Enforcement:** Any covenant enforcement issues, like peeling exterior paint, must be in writing on the PTHA covenant enforcement request form. The form is available on the PTHA website and was published in the March Trail Tales.

**Baseball Field:** A homeowner asked if organized teams could use the baseball field. According to our CC&R’s, lack of parking, and liability, the request was denied.

**Tennis Court Keys:** Keys are \$10 each and are available through Judy at 425.357.5945.

**North Entrance Sign:** This sign is in need of repair and is part of the Reserve Study which is under review.

**Next meeting:** Board Meeting on Monday, June 2, 2008 at 7:00 pm, at Silver Lake Baptist Church.

**Adjournment:** 8:35 pm

Respectfully Submitted, Dianne Ohori, Board Secretary

## *Treasurer’s Report (as of Feb. 29, 2008) . . . .*

### **Actual Expenditures vs Budget as of 2/29/08**

	<u>Actual January</u>	<u>Actual February</u>	<u>Actual YTD</u>
<b>INCOME (including Road Fund)</b>	123,728	928	124,656
<b>EXPENSES</b>			
Utilities Expense	91	405	496
Maintenance Expense	5,708	5,818	11,526
Administrative Expense	2,529	4,774	7,303
<b>Total Operating Expenses</b>	<u>8,328</u>	<u>10,997</u>	<u>19,325</u>
<b>NET INCOME</b>	<u>115,400</u>	<u>-10,069</u>	<u>105,331</u>
Net Income Related to Road Fund	2,928	0	2,928
Net Income Related to General Fund	112,472	-10,069	102,403

### **RVs, Boats, Etc.**

RVs, trailers, boats, or sports equipment are generally permitted to be parked 24 hours before a trip & 24 hours after a trip, for loading & unloading on an occasional basis. “Occasional”, being defined as 2 times per month. Knowing that emergencies can occur and that exceptions may need to be made, all exceptions must be approved in advance by the Architectural Control Committee. More information can be obtained at the website or contacting either PTHA or Morris Management.

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## Next Board Meeting: June 2, 2008

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### ***2008 Board of Directors***

*President: Stephen Booth      Treasurer: David Sant*  
*Vice-President: John Torpey      Secretary: Dianne Ohoi*  
*Members At Large: Andy Hamack & Brenda Ferguson*

<b><i>Committee</i></b>	<b><i>Chair</i></b>	<b><i>Committee</i></b>	<b><i>Chair</i></b>
Architectural Control		Bridges, Benches, Signs	<b><i>John Alberti</i></b>
Covenant Enforcement	<b><i>Committee</i></b>	Easter Egg Hunt	<b><i>MaryAnn Elbert</i></b>
Fountains & Lights	<b><i>Ken Bemis</i></b>	Lakes, Ponds, Swale	
Maintenance Contracts	<b><i>Kevin Holden</i></b>	Newsletter	<b><i>Dianne Ohoi</i></b>
Paint Approval		Recreation	<b><i>Doug Desharnais</i></b>
Security		Trail Repair	
Tree Removal	<b><i>Ken Bemis</i></b>		

### **3 WAYS TO CONTACT US**

1. Call us at our NEW phone number: 425.283.5858
2. Email us at [pthoa@pioneer-trails.org](mailto:pthoa@pioneer-trails.org)
3. Attend a Board Meeting. We'd love to see you!

### **Morris Management's Contact Info**

Pioneer Trails Homeowners Association  
c/o: Morris Management, Inc.  
325 – 118<sup>th</sup> Avenue SE, Suite 204  
Bellevue, WA 98005

• Tel: 425.283.5858 x118 • Email: [jbaska@morrismanagement.com](mailto:jbaska@morrismanagement.com)