

MANORWOOD BOARD MEETING

April 11, 2019

CLUBHOUSE

CALL TO ORDER AT 7:00PM

Present: John Adamson, Bob Anderson, Keith/Janet Fabling, Jon Rodman , Mark Thurber

Non-Board Members Present: Rebecca Arroyo representing JC Higgins, Lot 4, Lot 12, Lot 40

Absent: Brent Cutrell, Jami Overby, Dan Robbs

ESTABLISH A QUORUM

Quorum established

OPEN FORUM

“Open Forum Guidelines for MOA Board Meetings” was read.

MINUTES

MOTION: March 2019 minutes were approved unanimously.

FINANCIAL REPORT

Manorwood March 2019 financials were provided by JC Higgins. Rebecca Arroyo confirmed a lien placed on Lot 48 by Manorwood Owners’ Association in April 2017 does not require updating.

COMMITTEE REPORTS

a) ACC – Janet Fabling

Lot 18 – Application received in July 2018 to remove 7 trees, 4 of which were described as dead or in danger of falling due to disease. He planned to replant 7 trees. The ACC visited and observed two trees were obviously dead. Per the ACC Guidelines, since disease was given as a reason for removing 4 trees, homeowner was asked to provide disease confirmation from an ISA certified arborist. The ACC had no contact until March 2019 when it was asked about the status of the application. Again, a request was made for specific information about the “infected” trees. The homeowner provided the following statement from his arborist, “In regards to Lot 18 – 2607 32nd Ave SE Puyallup WA 98374, the trees evaluated for removal on 3/2/2019 are either dead, are dying or pose a hazard to the housing structure or it’s (sic) occupants”. The homeowner announced he had met requirements and the ACC would be held responsible for any property damage resulting from trees falling. The ACC approved the application with the understanding that the homeowner would replant 7 trees by April 10, 2020. He agreed.

Lot 20 - Windows have been installed and roofing material has been delivered.

Lot 72 – Violation notices pertaining to the maintenance of home and grounds have been ignored for over one year, maintenance assessments and fines have gone unpaid, neighbors have lodged complaints about the property. JC Higgins, on behalf of the Manorwood Board, following Article 8 of the Protective Covenants and Article 2 of the ACC Guidelines, mailed a letter to the homeowner, informing him he has 10 days to appeal the Board’s plan to hire a landscape company on or about May 1, 2019 to clean-up his front yard, driveway, and sidewalk and add the cost to his account. No response has been received. Janet Fabling will get bids from landscapers and arrange for clean-up.

Lot 73 – Application approved to remove 2 mature trees due to laminated root rot.

Lot 92 – Bob Anderson reported several people coming and going from the house and more cars appear regularly in front. The car dolly has returned to the driveway, car repairs are being done in the garage, no yard work has been completed, and there is moss on the roof. Rebecca Arroyo was asked to fine the owner \$50 each for an unkempt yard, cars parked on the grass, running a car repair business, & a mossy roof.

Lot 107 – Other property owned by IH2 should be cited for moss on the roof.

b) Pool/Door Codes – Jami Overby (not present)

Janet Fabling reported Jami announced on the Manorwood FaceBook page that applications for summer pool attendants are being accepted and can be dropped off at the Clubhouse office.

c) Grounds – Mark Thurber

A homeowner has volunteered to pressure wash the moss from the parking lot.

d) Facility Manager & Clubhouse – Bob Anderson

A request was made for the pool deck to be pressure washed before pool season.

e) Tennis/Pickle Ball Courts – Keith Fabling

The courts are blown off weekly by Grass Roots and have been pressure washed. The nets are up.

f) RV Lot – Dan Robbs (not present)

Lot 46 boat canopy collapsed in the snowstorm and is being repaired. Keith Fabling has been cleaning debris from the driveway and lot.

g) Activities – Kim Hawley/Janet Fabling

The next community activity will be the 4th of July Parade and Potluck.

h) Welcome Wagon – Janet Fabling

Lot 45 homeowners were greeted and contact information was given to JC Higgins.

i) Newsletter – John Adamson

The Spring newsletter went out April 1st.

j) Website –John Adamson/ Dave Goodrich/ Rebecca Arroyo

Dave Goodrich, webmaster, announced he has revised/improved the website and has taken over the HOA email account from Stacia Marshall.

k) Clubhouse Rentals – Linda Carter/Liz Knox

Rebecca Arroyo reported she is getting rental applications and condition confirmation after events from the Clubhouse Coordinator. The process is working.

OLD BUSINESS

a) Summary of 6:30 PM Board interview of Steve Williamson, Edward Jones representative to manage reserve account

All agreed the HOA's goal is to grow funds and that those funds should remain liquid for "now dollars, later dollars, and much later dollars". Edward Jones has positive reviews by other HOA's managed by JC Higgins. CD's bring better returns than banks and Edward Jones charges no fees. An MOA account is opened with a Tax ID number. Interest is taxable. Mr. Williamson recommends laddering CD's one to five years. A minimum investment of \$1000.00 for 1 year would earn 2.4%, 2 years 2.45%, 3 years 2.6%, 4 years 2.7%, and 5 years 2.8%. The Federal Reserve is not raising rates this year. CD's are insured by the FDIC up to \$250,000.00. Believing a decision shouldn't wait until the next regularly scheduled Board meeting in June, John Adamson made the following motion by email on 4-16-2019: MOTION: Allow Manorwood Owners' Association Board of Directors to invest appropriate excess cash in Securities or Certificates of Deposit that offer the best preservation of capital as well as return on investment with Edward Jones Investment Advisers. Motion passed. The Board will work with Treasurers Jon Rodman and Jami Overby to determine the amount to invest as well as vehicles for investment with Edward Jones.

b) Manorwood Tax Return – JC Higgins

Keith Fabling was informed by Deborah Hrubant that it is completed and the Manorwood's fiscal year has been changed to January 1-December 31.

c) Confirmation of 2019-2020 Proposed Budget Mailing to Homeowners – JC Higgins

Rebecca Arroyo announced the letters are ready for mailing to homeowners today, April 11th. The RCW requirement was missed which states homeowners are to receive them 30 days after the Board vote and 50 days before a homeowner vote on May 5th.

d) Covenant Compliance Report Including Homeowner Feedback – JC Higgins

Rebecca Arroyo said a drive-thru was done yesterday. Everyone notified of violations last month has been pleasant. Several homeowners cited for parking on their landscape have complained that they do not have adequate garage space. The ACC agreed to meet to discuss parking pads and a change to the ACC Guidelines. A proposal will be made at the June Board meeting. Janet Fabling provided Rebecca Arroyo with a copy of the National Electrical Code which states holiday lights are not approved for use longer than 90 days. Large HVAC units on the ground outside a home must be screened from street view. With weather improving, homeowners will be expected to keep sidewalks free of debris.

e) Update Lot 20 Construction

Janet Fabling reported windows have been installed and roofing material appears ready to go on.

f) Copy of CAU Insurance Policy and Proof of Premium Payment– JC Higgins

Jessica Arroyo said she would email it to the Board.

g) Copy of Welcome Letter to New Homeowners – JC Higgins

Rebecca Arroyo presented Deborah Hrubant's draft proposal. Rebecca will email it to the Board for additional comments.

h) Century Link Clubhouse WiFi

WiFi access will be put on hold from September 2019 to May 2020 as a money saving measure.

NEW BUSINESS

a) Manorwood Shaw Road Site Distance Response to City of Puyallup

Ted Hill, Capital Projects Engineer, contacted Keith Fabling after speaking with PSE and reported PSE can move the power vault around the corner to Manorwood Drive with the permission of Lot 1 and a large amount of money. Keith believes a power pole, cable conduit, sign pole, and cedar fence, as well as the vault need to be moved. The Board was in unanimous agreement with Keith's assessment. The homeowner of Lot 1 told Keith he will not allow the vault to be moved to his property on Manorwood Drive. Keith will email Ted Hill with his findings.

NEXT 3 MEETING DATES: May 5 (Annual Meeting, 3PM), June 6. July 11

ADJOURNMENT: 8:20 PM