

## **MANORWOOD BOARD MEETING**

**March 5, 2020**

**CLUBHOUSE**

### **CALL TO ORDER AT 7:00PM**

Present: John Adamson, Bob Anderson, Linda Dement (by phone), Keith Fabling,  
Dave Goodrich, Aaron Grenlund, Cindy Hutchinson, Jennifer Reed

Non-Board Members Present: Rebecca Arroyo, Assn Manager; Janet Fabling, Secretary;  
Donna Goodrich, Lots 4, 5, & 12

Absent: Mark Thurber

### **ESTABLISH A QUORUM**

Quorum established.

### **CODE OF CONDUCT FOR BOARD MEMBERS AND OFFICERS**

Signed copies received from Cindy Hutchinson & Jennifer Reed.

### **OPEN FORUM**

Keith Fabling read "Open Forum Guidelines for MOA Board Meetings". No questions, comments or concerns were voiced by non-board members present.

### **MINUTES**

MOTION to approve Minutes from the February 6, 2020 Board Meeting were approved unanimously.

### **FINANCIAL REPORT**

Rebecca Arroyo announced she will email the Association's February statement to the Board after completion tomorrow.

### **EDWARD JONES RESERVE ACCOUNT BALANCE**

Deborah Hrubant, JC Higgins Business Manager, provided the most recent statement. As of January 31, the balance was \$60,704.59.

### **COMMITTEE REPORTS**

#### **a) ACC – Dave Goodrich**

Lot 28 - Pieces of the mature willow that was cut down weeks ago, remains on the ground next to the sidewalk. Professional removal of the remaining trunk is planned.

Lot 35 – New roof installed

Lot 49 – Installation of solar panels is complete.

Lot 91 - Application approved to remove 13 trees from the back yard.

#### **b) Pool/Door Codes – Linda Dement**

The 2020 Pool Committee will be comprised of Jami Overby (Pool Manager), Stephanie Benson, and Linda Dement (Board contact). Jami Overby plans to begin advertising for pool attendants immediately via Facebook & Manorwood's website. Paper applications can be picked up at the Clubhouse. The job pays minimum wage & applicants must be 14 years or older.

In recent years, if the weather was warm, the pool opened before Memorial Day and stayed open past Labor Day. Concern was expressed about the cost of lengthening the season again, considering the number of families that use the Pool. Bob Anderson and Dave Goodrich were asked to estimate the additional utility cost and report their findings next month.

Keith Fabling said Aqua Care has replaced the filter sand & added a 2" air gap in the backwash drain. The final 2019 Heath Department deficiency (handrail in step entry) will be corrected in March.

Last month, Lot 12 requested a change in the Pool rules, increasing from 1 to 2 the number of guests a 13-18yo unaccompanied resident may bring to the pool. The Pool Committee was consulted and unanimously recommended not increasing the number. They cited the lack of a lifeguard and negative past experiences with unsupervised groups of teens. MOTION: to **not** increase the number of guests an unaccompanied 13-18yo resident can bring to swim from 1 to 2. Passed unanimously.

Jami Overby said she has not been assigning new Clubhouse door codes to new Owners. Because of high neighborhood turnover and to limit the possibility of unauthorized use she will begin giving new codes when contacted by new Owners.

**c) Grounds – Mark Thurber**

Keith Fabling reported the property passed a required backflow test & the circular drive wall, damaged when a truck hit it, will be repaired this summer. Concerns that the outdoor lighting sensor on the Clubhouse roof was broken were apparently unfounded, as they are working again. Keith is planning to replace one damaged tree light grate cover on Manorwood Drive.

**d) Facility Manager & Clubhouse – Bob Anderson**

The front & side Clubhouse gutters have been cleaned. Will wait until storm season is over to schedule roof cleaning by Pyroshield.

Monthly schedule for Clubhouse refuse pick-up: March–Hutchinson, April–Thurber, May - Anderson

**e) Tennis/Pickleball Courts – Keith Fabling**

Nets will go up after the fence is replaced between the Pool and Courts.

**f) RV Lot – Dave Goodrich**

Driveway entrance is being kept clear of debris.

**g)Activities - Linda Dement/Janet Fabling**

Linda Dement sent invites to the Manorwood Facebook group to attend the March, April & May Board meetings as well as the 4<sup>th</sup> of July Parade & Picnic. Janet Fabling will organize July 4<sup>th</sup> events this year with help from Greg Dement. A flyer was shown that will be placed in the Spring Newsletter and on mailboxes in June. Central Pierce Fire and Rescue and the Puyallup Police Department have agreed to provide parade support again. Linda Dement announced Stephanie Benson has volunteered to coordinate a yard sale for Manorwood with one already planned by the Crystal Ridge community sometime in July.

**h)Welcome Wagon – Janet Fabling**

New Owners of Lot 17, Zachary and Emily Davis, were greeted April 1<sup>st</sup>. Sales are pending for Lots 70, and 92.

**i) Newsletter – John Adamson**

Submissions for the Spring Newsletter covering April/May/June are due. Cindy Hutchinson volunteered to assist with proofreading.

**j) Website/Communications – David Goodrich**

Manorwood's domain name was renewed.

**k)Clubhouse Rentals – JC Higgins/Linda Carter/Liz Knox/Cindy Hutchinson**

Janet Fabling reported the online calendar shows reservations for 3/8, 4/4, & 5/16.

**OLD BUSINESS**

**a) Covenant Compliance Report – JC Higgins**

Rebecca Arroyo announced Ted Barney completed a drive-through today & she will forward the findings to Dave Goodrich tomorrow.

**b) Update Manorwood Drive/Shaw Rd Site Line Correction Issue – Keith Fabling**

Ted Hill, Puyallup Capital Projects Engineer, informed Keith Fabling plans were halted when PSE realized the lines run under the Manorwood entrance signs, doubling the estimated cost for moving the box from Shaw Road onto Manorwood Drive. PSE has gone back to the drawing board.

**c) Proposed Projects for 2020**

Next month, Keith Fabling will bring estimates for replacing the fence between the Pool and Courts, extending the rock wall from the circular drive to the Clubhouse, & barking the flowerbeds. He believes the Association should prepare for replacing the pool deck, tile and coping in 2-3 years.

**d) Revised Lot 48 Adjusted Fine Letter – Keith Fabling**

Keith Fabling passed out copies of the draft with suggested revisions. MOTION: to send revised letter to Lot 48 Owners was passed unanimously.

**e) Clubhouse Door Lock System**

Dave Goodrich and Aaron Grenlund agreed, if we keep the current Clubhouse door lock, we will likely need to buy a new computer to augment it.

**f ) 2020 Proposed ACC Guideline Changes – Dave Goodrich**

Proposed changes were emailed to the Board for comment. Six Board members expressed opinions by the deadline, February 23rd. As a result, the plan will be to get the CC&Rs/Bylaws updated first & rules and regulations (ACC Guidelines) second. The next meeting will be March 12<sup>th</sup> at 7PM in the Clubhouse.

**g) 32<sup>nd</sup> Avenue SE Mailbox – Aaron Grenlund**

No report

**NEW BUSINESS**

- a) Lot 94 reported eggs are being thrown at cars parked on Manorwood Drive late at night. Also ketchup and mustard “bombs” are sometimes lobbed at houses. The police have been made aware.
- b) The Board was notified of the passing of Dorothy Hawley, a Manorwood resident who volunteered for the last several years at the 4<sup>th</sup> of July Picnic. Her ready smile and willingness to help will be missed by all who knew her. A sympathy card was sent on behalf of the Board to her daughters, Kim and Teresa.

**NEXT 3 MEETING DATES:** April 2, May 7, June 4

**ADJOURNMENT:** 8:34 PM