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BOARD MEETINGS

LOCATION:

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

TIME: 7—8:30 p.m.

MEETING DATES:

- December 3, 2007
- January 7, 2008
- February 4, 2008
- April 4, 2008
- June 2, 2008
- September 8, 2008
- November 3, 2008

Calendar of Events:

- Dec. 3 Budget Ratification
- Dec. 29 Nominations Due
- Jan. 7 Meet Candidates
- Feb. 4 Annual Meeting
- March 22 Easter Egg Hunt
- April 26 Garage Sale
- Sept. 27 Garage Sale

Your Neighborhood Needs You!

At the end of 2007, three Board members who served tirelessly will be stepping down from their positions. Thank you Chris, Judy, and Barry for all your dedication and support.

Neighbors, we need you! If you or possibly your neighbor is interested in serving on the Board, we want to hear from you.

Yes, we do have a management company, but we still need an active Board of Directors to

oversee and give direction to our management company and various committees.

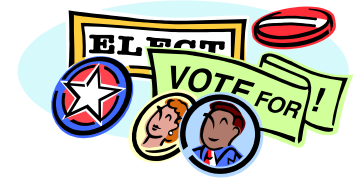
If you would like more information about becoming a Board member, please feel free to contact us at 425.283.5858 x118 or at pthoa@pioneer-trails.org. If you are interested in becoming a Board member, please send a brief biography introducing yourself by Dec. 29 to either:

pthoa@pioneer-trails.org

OR

PTHOA—Nominations
c/o Morris Management, Inc.

325—118th Avenue SE, Suite 204
Bellevue, WA 98005



2008 PTHOA Elections

There are 3 positions open on the Board of Directors for Pioneer Trails Homeowners Association. They are **Vice-President** and **Members-At-Large**. The positions are for a 2-year term starting February 2008. Please send a short biography, including your name, division, and lot number via email or mail. The election timeline is:

- | | |
|-------------------|--|
| December 29, 2007 | Nominations due. Deadline to submit biography. |
| January 7, 2008 | Meet the Candidates at our regular meeting. |
| January 20, 2008 | Ballots due. Postmarked by this date. |
| February 4, 2008 | Annual meeting. New Board members announced. |

Thank you for your consideration and making a difference!



Budget Ratification Meeting Scheduled

After careful thought, planning and consideration, and pursuant to the Covenants, Conditions, and Restrictions of The Pioneer Trails Homeowners Association, your Association's Board of Directors has approved an operating budget for fiscal year 2008 (See below.). The Board anticipates that financial obligations for your Association will **NOT** increase in 2008 and, accordingly, has approved an Annual Assessment of \$400.00 due February 28, 2008.

A Budget Ratification Meeting has been scheduled for Monday, December 3rd, 2007 at 7:00 p.m. The meeting will be held at Silver Lake Baptist Church, 12918 35th Ave. SE, Everett, WA 98208. The budget is automatically ratified unless a majority of the owners specifically vote against the budget. Therefore, although you are more than welcome to attend, your attendance is not necessary unless you plan on voting not to ratify the approved budget.

PIONEER TRAILS		
2008 Operating Fund Budget		
January 1, 2008 thru December 31, 2008		
Number of Units (or Lots):		302
Annual Assessment / Lot:		\$400
INCOME		
TOTAL INCOME		\$154,123
EXPENSES		
TOTAL UTILITIES		\$5,684
TOTAL MAINTENANCE		\$99,700
TOTAL ADMINISTRATIVE		\$43,070
TOTAL OPERATING EXPENSE		\$148,454
NET OPERATING INCOME		\$5,669
REPLACEMENT AND ROAD FUND CONTRIBUTION		\$5,669
BALANCE		\$0



Crime Prevention Starts With You & Your Family

Protecting yourself, your family and your home (and car) is a matter of responsibility that cannot be taken on by anyone else. You can make the difference.

Secure your Home and your Belongings

There are three things you can do to help reduce burglary:

1. Make your home burglar-proof.
2. Mark your belongings that burglars are most likely to steal.
3. Be alert to report suspicious persons and unusual activities to the police before a crime may occur.

What can you do?

1. Ensure all doors and windows have locks in working condition.
2. Make it a habit to check that all doors and windows are locked at night before going to sleep.
3. Outside your home: Prune lower tree limbs – don't provide the thief with a natural ladder into second floor windows. Keep the view to your house open – criminals love to hide behind tall fences or overgrown bushes while breaking into your home.

Crime Prevention (continued)

4. Keeps porches, yards, and all entrances to your house and garage well lighted. Leave lights on inside your house when you go out for the evening.
5. Keep a record of the important information (especially make, model number, serial number) of all household facilities and equipment, such as TV, radio, video cassette recorder, refrigerator, VCR, washing machine. Have an inventory of your jewelry & other precious items & documents like birth, baptismal & marriage certificates.
6. Store cash and other valuable in the bank. Hiding them inside locked drawers does not guarantee that they will be safe from the knowing eyes and practiced moves of robbers.
7. Bring in all outdoor equipment (bicycles, garden hose, mower, etc.) at night. Leaving these valuables out in the garden or street is an open invitation to robbers and thieves.
8. Protect your house from prying eyes by using curtains or drapes.
9. Provide family members with their own keys to the house. This is safer than leaving the key in a “secret” place, one that can be discovered by any person who takes the time to watch your movements when you leave your home and come back at night.
10. If you and your family are going on a vacation, ask a neighbor to watch your home, or ask a relative to stay in your home while you are away. An empty house is a prime target for criminal elements.

Board of Directors Meeting Minutes (November 5, 2007)

Meeting called to order at 7:00 pm

Date: Nov. 5, 2007
Presiding officer: Steve Booth
Quorum established: Judy Kimball, Andy Hamack, David Sant, and Dianne Ohori
Members present: Eleven homeowners present

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

Minutes: Oct. 1, 2007 Board of Directors Meeting Minutes, **MSA**

Treasurer's Report: September financials from Morris Management were presented. PTHA is operating within budget. There were 6 late homeowners' dues. Morris Management is enforcing their collection process. One of the 6 has paid, while the other 5 have received their second letter. **MSA**

Morris Management (MMI)'s Report: Court sentencing date for “drive-over” issue has been rescheduled to 11/6/07.

The Board has eliminated the \$200 PTHOA transfer fee for home sales. Per the management contract, MMI will charge a \$60 “transfer fee” to the buyer and a \$60 “escrow demand fee” to the seller.

The \$10 PTHOA late fee is set up to be assessed monthly. If a late assessment is forwarded to a collections attorney, the monthly late fee will continue to be assessed until fees are paid.

6 late letters (2nd Notices) were sent to delinquent homeowners to continue the collection process.

Architectural Review: 6 approval letters were sent for house color, tree removal, roofing, decking, windows, fireplace, gazebo, and an addition. 1 house color is in review.

Enforcement Activity: 14 past violations are confirmed compliant. 1 homeowner was sent their first violation notice and 2 homeowners were sent their 2nd violation notice.

An updated Community Activity Report was provided to the Board of Directors.

Unfinished Business:

Fees: The Board eliminated the \$200 PTHOA transfer fee for home sales, reduced the PTHOA late fee from \$15 per month to \$10 per month, and eliminated the 12% interest on late payments. Some fees required per the management company contract were established. The annual dues amount is not changing for 2008. A complete fee schedule was presented and will be published in the Trail Tales newsletter.

Board of Directors Meeting Minutes (continued)

2008 Budget: David discussed in detail the 2008 budget. The Board approved the budget. **MSA**

Homeowners present were welcome to review the 2008 budget. All homeowners are welcome to attend the December 3 Ratification Meeting for this budget.

Speed Bumps: The Board after reviewing speed bumps and other options, recommended tactile strips and 2 speed limit (15 mph) signs along 36th Ave. and 127th St. to minimize the speeders along the curve. Public discussions were had and the motion carried. **MSA**

Drive-Over Area: In order to be as fiscally responsible as possible, tree planting is being looked in addition to the landscape design.

Composition Decking: Verbiage to include engineered wood products in the AAC guidelines will be worked on by MMI.

Recreation Committee – Benches: This project will be tabled until the spring/summer when the weather is better.

Drive-Over Court Date Reset: The sentencing date has been reset to November 6, 2007 at 10:30 a.m. at the Snohomish County Courthouse in Everett.

Grounds Maintenance Contract: The current contract is being reviewed by MMI. They are already receiving calls from landscape companies who are interested in our business.

Budget Ratification Meeting: A Board Meeting to ratify the 2008 budget will be held on December 3rd.

New Business:

2008 Elections: The VP & 2 Member-at-Large positions are open. Nominations are due December 29.

Upcoming Events:

December 3 - Budget Ratification Meeting

2008 Board Meeting Dates: 1/7, 2/4, 4/7, 7/2, 9/8, 11/3



Homeowner Comments and Concerns:

2008 Budget: A homeowner recommended adding another column in the budget report to reflect what our actual costs were last year as a comparison. Great idea! David and MMI will look into putting this together.

Seller Transfer Fee: A homeowner applauded the Board for removing this fee and for continuing to keep our pencils sharp.

Entrance Lights: The north and south entrance lights are out and need to be repaired.

Drive-Over Area: A homeowner mentioned that whatever is planted in this area, that the view of the lake and fountain be considered. Another homeowner reminded us that the north and south entrances also have drive-overs and was there anything going to be done to these areas. Because the drive-over area by Trail Lake is very wet and has a difficult time recovering from drive-overs, this area is being looked at first.

Greenbelt Clean-up: A homeowner was concerned about the stumps and limbs left after a tree removal as it may be harboring rodents. A dead rat was found. This will be discussed with the Tree Removal Committee.

Morris Management Report: A homeowner asked if copies of the report be available during the Board meetings. Copies of the narrative report will be provided, but will exclude homeowner's names and addresses to maintain confidentiality.

Car Robberies: Two homeowners on 122nd reported having cars broken into early morning Oct. 29.

Drug Activity: A homeowner asked if there were any reports. None that was brought to the Board's or MMI's attention.

Next meeting: Budget Ratification Meeting held on Monday, December 3, 2007 at 7:00 pm, at Silver Lake Baptist Church.

Adjournment: 8:09 pm

Respectfully Submitted, Dianne Otori, Board Secretary

Treasurer's Report: September 2007

	MTD Budget	MTD Actuals	MTD Ratio	YTD Budget	YTD Actual	YTD Ratio
Total Revenues	\$0.00	\$400.00		\$0.00	\$400.00	
Total Operating Expenses	\$0.00	\$12,011.66		\$0.00	\$13,950.10	
Net Operating Income	\$0.00	(\$11,611.66)		\$0.00	(\$13,550.10)	
Replacement Funds	\$0.00	\$2.57		\$0.00	\$2.57	
Current Year Net Income/(Loss)	\$0.00	(\$11,614.23)		\$0.00	(\$13,552.67)	
OPERATING ACCOUNT						
15000 Cash Account					\$17,277.03	
25000 Accounts Payable					\$141.18	
CASH POSITION						
					\$17,135.85	
SAVINGS ACCOUNT						
15200 Replacement Funds					\$141.18	
RECEIVABLES						
16200 Member Assessment Receivable					\$2,674.00	
16500 Late Fee Receivable					\$2,215.48	
16900 Misc Income Receivable					\$132.00	
TOTAL ASSETS						
					\$22,298.51	

PTHOA Fee Schedule (Effective 12/1/07)

<u>Description</u>	<u>Amount</u>	<u>Due</u>
<u>Pioneer Trails Homeowners Association:</u>		
Annual Dues	\$400	February 28
Annual Road Fund	\$48	February 28
Monthly Late Charge *	\$10	Each 30 days
Recreation Keys	\$10	Upon Request
<u>Morris Management Charges:</u>		
Returned Check Fee	\$25	Each Event
Administrative Charge (Late Payment) *	\$25	Each 30 days
Seller Escrow/Mortgage Questionnaire	\$60	Each Request
Buyer Transfer Fee	\$60	Close of Sale

• Monthly late charge: (a) \$25 administrative charge per Morris contract, and (b) \$10 PTHOA charge for tracking past due assessments and for lost interest income, applied separately to each year of past due assessments.

• In addition to the above charges, PTHOA members are responsible for all legal and other costs related to collection of past due amounts.

Pioneer Trails
Homeowners Association

P.O. Box 12118
Mill Creek, WA 98012

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PERMIT NO. 421
EVERETT, WA

Check out our website!

www.pioneer-trails.org

2007 Board of Directors

President: Stephen Booth Treasurer: David Sant
Vice-President: Barry Jaroslow Secretary: Dianne Ohoi
Members At Large: Chris Kern, Judy Kimball, & Andy Hamack

Committee	Chair	Committee	Chair
Architectural Control		Bridges, Benches, Signs	John Alberti
Covenant Enforcement	Committee	Easter Egg Hunt	MaryAnn Elbert
Election	Donna Draper	Fountains & Lights	Ken Bemis
Hospitality	Maurine Murray	Lakes, Ponds, Swale	
Maintenance Contracts	Kevin Holden	Newsletter	Dianne Ohoi
Paint Approval		Recreation	Doug Desharnais
Security		Trail Repair	
Tree Removal	Ken Bemis		

Morris Management's Contact Info

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

3 WAYS TO CONTACT US

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

• Tel: 425.283.5858 x118 • Email: jbaska@morrismanagement.com