

**Crystal Ridge Board Meeting
April 7, 2015**

Board Members Attending: Mark Crawford, Fred Herber, Peggy Kloes & Eric Pederson

Committee Members Attending:
Landscape Manager (Fred Herber)

Homeowners Present: None

Proceedings:

Scheduled Board meetings:

May 5, 2015 (Tue) – Board Meeting

June 2, 2015 (Tue) – Board Meeting

July 7, 2015 (Tue) – Board Meeting

- 1. Approval of Minutes** – Reviewed minutes for March 3, 2015 Meeting. Brief discussion of board procedures; e.g. handling of e-mail requests
- 2. Review of By-Laws** – Tabled for a future meeting.
- 3. ACC Committee** – Vance had sent a draft violation letter to the Board on 3/4/15 for the home located on Crystal Lane Loop that needs to complete house painting by end of June 2015. Mark will edit and print on letterhead to be sent to homeowner.
- 4. CCR Enforcement** – Mark C discussed consistency and action items for CCR letters. The main problem that the Board contends with is inconsistency in CCR violation notifications, enforcement and follow-up.

Discussed strategy for tracking violations. Mark C will create a spreadsheet of homeowners; categories to be included **name, address, date, violation, action, and resolution**. Eric P. will canvas neighborhood and note violations; forward addresses and violation to the Board; notifications can then be sent and followed up in a timely manner. Also need to prioritize types of violations—different types may require different strategies (i.e. trash cans left out vs. garage door replacement, painting, etc.).

Fred will send the Board samples of fines for violations of the CCRs.

5. Landscaping – Fred reported that JAC does not mow and edge all the neighborhood parking strips every week due to the wet conditions. As the weather improves and the grass grows, the entire area will be mowed every week.

Fred will follow up with the planned re-hab of the Tot Lot.

Fred will also check fencing near the monuments for possible replacement.

Homeowner who had 5 trees in the planter strip trimmed has admitted to doing it without Board or ACC approval. Board will send a bill to homeowner for \$3000 (\$600/tree to remove, grind and install) and notify the other homeowners affected.

Homeowners are responsible for cleaning mailboxes. The wooden structures need to be cleaned and moss control applied. Further, the Board will not replace any wooden mailbox structures in the future.

Homeowners on 34th need to replace trees on their property that are encroaching on sidewalk, etc.

6. Neighborhood Watch - Need to clarify with City the number of signs that will be allowed.

Board decision at March meeting: Approved installation of 8 signs. Locations: Puyallup Highland entrances (3), Crystal Ridge Drive (1 near speed bump), Amber & 15th (1 near intersection coming up from Shaw Road), 20th Ave SE (1 on street when coming from Rodesco), both entrances to Estates (1 on CRD and 1 on 15th). **However**, Janine had an e-mail from Lisa Isaacs, Puyallup Crime Prevention, stating that the City may not allow extra signs—they provide 3 only. Fred will contact Janine about status of signs.

7. Management Company - Discussed possibility of hiring 1 of 3 management companies to handle landscape, accounting, and violations (including collecting fines). All 3 charge about the same—\$20,000. Presently, the Board is spending about \$10,000 for landscape and accounting, meaning an increase of \$10,000. The Board would lose the day-to-day management and a system would need to be in place to work with and oversee the management company. There would still be the ACC. Discussed increasing HOA fees. Can be increased 10% with a 75% voter approval.

8. Crystal Ridge Yard Sale - Tentatively set for May 29, 30, and 31, 2015. No second sale in July.

Action items – Reviewed the action items for Board. A summary email was sent to the Board on 4/8/2015:

1. **Mark C** - (a) create a spreadsheet of homeowners; categories to be included **name, address, date, violation, action, and resolution**
 - (b) edit and send Vance's draft letter to the homeowner on Crystal Ln. Lp
 - (c) send homeowner letter and bill for \$3,000 for trimmed trees

2. **Fred** - (a) follow up with the planned re-hab of the Tot Lot
 - (b) check fencing near the monuments for possible replacement
 - (c) contact Janine re: status of signs for Neighborhood watch
 - (d) send Board a sample of fines for violations

3. **Eric P.** - (a) canvas neighborhood; note violations and addresses; forward list to the board

4. **Peggy** - (a) follow up with Mark and Eric P. for tracking violations, addresses, and actions and sending notices to homeowners.