

Approved - CRHOA Board Minutes for August 23, 2016

**Crystal Ridge HOA Board Meeting
Tuesday, August 23, 2016
(Rescheduled from August 2, 2016)**

Board Members Attending

Mark Crawford, Fred Herber, Peggy Kloes, Vanda Powell, Erik Pedersen

Committee Members Attending:

Fred Herber, Landscape, ACC

Vista Representatives:

Leah Borla, Cherie Klapp

Representing Puyallup Planning for Shaw Road Widening:

Marge Bailey, Universal Field Services
Dave Moser, KPG

Website Manager:

Mark Noll

Homeowners Attending:

Blaine Powell, Victoria and Eric Simmons

Scheduled Meetings:

October 4, 2016 (Tues.) - Board Meeting
November 1, 2016 (Tues.) - Board Meeting
December 6, 2016 (Tues.) - Board Meeting

Proceedings:

- 1. Minutes** - Minutes for June 7, 2016, were previously approved via email and posted to the website.
- 2. Entrance Monument** - The widening of Shaw Road means that the Crystal Ridge Entrance monument must be moved. Fred has been meeting with City Representatives Marge Bailey and Dave Moser regarding the process and compensation for the monument and an easement.

We received a bid from JAC Landscaping for \$74,000 (today's dollars) for a "like-kind" replacement of the monument. The HOA is requesting that the City of

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Puyallup compensate the HOA for the cost of the monument and the easement in the amount of \$124,000. The City will demolish the current monument when the widening project begins.

Marge and Dave will present our offer to the City. Consideration will be given to the value of existing monument, value of replacement, and easement. The City needs 2 to 3 bids (they will obtain). They will report back to us when the City has an offer in approximately 2 - 4 weeks. We may choose whether to have the City replace the monument or reimburse the HOA and the HOA will have the monument replaced. There are no new designs being considered at this time.

Blaine asked about the bids. Marge stated that the City will get at least 2 more bids. She also said they hope to have a decision by the October 4, 2016, meeting. If approved by the Board, the City will issue a check and we could replace the monument after the widening project is completed.

3. Vista Report -

- Vista has established a bank account for CR HOA; however, we still have the BECU account.
- They have changed billing address for all vendors.
- Mark Noll asked about the website fee (\$150) which is automatically debited from BECU account. Since Vista is paying all vendors, the payment will be changed to be paid by Vista.
- Mark C. will continue to transfer funds to pay Vista.
- Role for the Board will be further defined at a later date.
- Landscape transition should be complete by the end of September or the first of October.
- Vista will rebid landscape contract.
- Vista's policy is to rebid all contracts unless otherwise directed by the Board.
- No one has been sent to collection since January 1, 2016. Vista will send a list of homeowners who have not paid annual dues for the Board to review.

4. Landscape -

- Painting of the new monument fencing at the entrance to the Estates is currently underway.
- There will be a walk through of the new irrigation system and Vista is not to pay JAC bill without Fred's approval. Some heads are still being adjusted or moved.

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- Thursday JAC will fertilize parking strips in the Estates.

5. Violations - Vista reported:

- Cherie has had two drive throughs with Peggy
- They are revising letters to meet our criteria.
- In July there were approximately 50 violations and in August only 21.
- Cherie has requested that Jennie send a copy of each Mod request to her so that no one receives a violation for approved projects.

6. Rules & Regulations - The following changes were suggested:

- Change all fines to a flat fine—no per day. It is too unwieldy to followup. (Have vehicle fines and landscape fines \$100 or \$200 per occurrence.)
- An automatic fine for the second, third, etc., violation of the same type—no 15 day compliance period on 2nd violation of same type.
- Change compliance period to 14 calendar days—if someone needs longer they can appeal.
- Eliminate the doubling of fines and add that if a fine is not paid within 30 days of due date, the homeowner will be sent to collection. Example: A violation notice is sent with a 14 day compliance period; if not corrected in 14 days, a fine notice is sent with 14 days to submit payment; if no payment with 30 days of the due date, they will be sent to collection. That is a two-month period from the receipt of the violation notice to sending to collection. People are ignoring any notices we have sent with a per day fine.

Discussion: Leave the doubling of fines, etc.; no need to send to collection after only 30 days.

Peggy will redline the R&R document and circulate to Board Members and R&R Committee Members.

5. Tot Lot - Two homeowners have agreed to present recommendations to the Board for refurbishing the play area, however, they need more time to prepare a report. A suggestion was made that if there is left over money from the monument project, it could be directed to the play lot.

6. Accounting -

- Current account balance \$29,112.26
- Board will have reports from Vista around the 15th of the month; defer treasurer's report until the Board has a chance to review.
- All accounting has been transferred from Mae Wisor to Vista.
- Budgeting for 2017: will need to know cash balance as of January 1, 2017
- Preliminary budget for 2017 by November meeting
- Budget is usually finalized by May
- Invoices for HOA dues and a newsletter will be sent to homeowners in December.
- Vista recommended that only 3 options be given to homeowners for payment of dues: (1) pay in full by January 31st; (2) 2 payments; (3) 3 payments; to be paid in full by June 30th.

7. Board Succession:

- Mark Crawford plans to leave the Board in June 2017.
- Need to plan for new board members to be elected in January at the HOA annual meeting.
- Board training: Vista has training materials to train board members—books or online

8. Miscellaneous -

- The Board still has an attorney to represent the association.
- For landscaping issues homeowners can call Vista
- September meeting has been cancelled
- Annual HOA meeting tentatively scheduled for January 17 or 24, 2017
- October 4, 2016, meeting agenda will have an NNO Committee report; preliminary budget; and status of monument replacement.

Meeting adjourned at 8:55 P.M.