

**Crystal Ridge HOA Board Meeting
Wednesday, June 5, 2019**

Email: board@crystalridgehoa.org

Website: www.crystalridgehoa.org

Board Members Attending:

Mark Crawford, Fred Herber, Peggy Kloes, Emory Gearhart,

Committee Members Attending:

Fred Herber, ACC

Peggy Kloes, R&R, FRC

Kevin Loney, NNO

Vista Representative:

Jenny Ross

Homeowners Attending:

Laurie Brandon, Jeff Brandon, Jim Chiang, Kevin Loney

Scheduled Meetings:

September 4, 2019, Wednesday, Board Meeting, North Meeting Room

Scheduled Events: Annual Yard Sale, July 12, 13, & 14

Proceedings:

1. Call to order and Board Member quorum established - 4 of 7 members present.

2. Minutes: The minutes of the March 6, 2019, Board Meeting were approved via email on March 20, 2019, **VOTE 4 YES; 0 NO.**

3. Treasurer and Collections:

Reserve Fund:

In the past 2 years the budget reserve has been used to upgrade the irrigation system, refurbish the play lot, and replace the HOA common fence separating the Classics and the Estates. The reserve fund will continue to rebuild following the replacement of these key items. A reserve study will be

conducted in 2019. This study determines the remaining useful life of HOA assets and the amount required each year to fund reserves.

Collections:

The HOA governing documents state that when an assessment is 30 days past due a lien can be placed on the property. The cost to place a lien is \$400. Currently, \$22,402 is due in outstanding assessments with one homeowner accounting for \$13,401.

4. Landscape Maintenance:

The Highlands Board contacted the Crystal Ridge Board requesting that the lot between the last Crystal Ridge home on the north side of 34th and the first home in the Highlands be landscaped. The lot, connecting to a large green space within Crystal Ridge, is overgrown and an eyesore. There is currently no budget for landscaping this area, but Vista is authorized to pay Olympic Landscaping for 8 man hours to mow, weed, and generally cleanup the area.

Jenny Ross, Vista, has a scheduled meeting with Kyle, Olympic rep, Monday, June 9. It was requested that Kyle demonstrate that the irrigation system is fully working. Additionally, Olympic must: (1) use a hard blade edger to completely edge the mow strips, thereafter they may use the string trimmers; (2) use weed control; and (3) fertilize the strips.

A request was made to have Olympic reset their mowers higher in order to leave the grass on the mow strips longer thus requiring less water to keep green.

5. Estates Fence Replacement Report:

A meeting is set with Thomas Weems, contractor, for Monday, June 9, at 4:30 PM regarding the fence punch list. It is expected that he will fix items within 2 weeks and before the final payment.

6. Play Lot Report:

- Forms are in place for the ramp and slab for the bench; we are looking for a cement contractor to pour the exposed aggregate. (Ramp and slab were finished June 26th)

- Plantings along the side and back of the lot need to be finished as well as reinstalling the original bench and purchasing and installing a new table with integrated seating
- We received a report that some of the bolts holding the deck slats on the play structure are loose. The structure is under warranty and all hardware will be replaced with stainless. (Completed week of June 24th)

7. National Night Out (NNO):

- The City of Puyallup has opted to hold the NNO at Pioneer Park instead of police and fire departments visiting individual neighborhoods on the first Tuesday of August each year.
- It has been suggested that Crystal Ridge hold an NNO at the play lot with a raffle for prizes, ice cream, and vendors. There is \$500 budgeted for this activity.

8. Crystal Ridge Drive Entrance Monument:

The City presented a revised intersection plan and financial offer (\$117,000) to compensate the HOA for the monument and easement property. The City plans to widen Shaw Road at the intersection and open the new right-turn lane. A section of the Crystal Ridge monument easement is included within the right-of-way the City requires to complete the intersection project. City engineers have deemed the current configuration of the monument unsafe and requires that it be razed and relocated.

The law firm of Davis Wright Tremaine reviewed the HOA governing documents and determined they do not specifically cover the transfer of a section of the easement to the City. Article III of the Articles of Incorporation states:

(e) as provided in the Declaration, dedicate, sell or transfer all or any part of the Common Area to any public agency, authority, or utility for such purposes and subject to such conditions as may be agreed to by the members. No such dedication or transfer shall be effective unless an instrument has been signed by two-thirds (2/3) of each class of members, agreeing to such dedication, sale or transfer;

The attorney determined that the monument is a maintenance area rather than a common area and does not reside within the boundaries of Crystal Ridge. It was recommended that the City attorney be contacted and a quit claim deed be executed for the transfer of a portion of the easement to the City. Further, if the

transfer is not made, there is a potential for eminent domain and a substantial liability for the HOA if there is an accident at the intersection.

Motion to accept the offer from the City relative to the Crystal Ridge Drive Entrance Monument:

Mark Crawford moved that the Board approve the offer from the City of Puyallup to compensate the HOA in the amount of not less than \$117,000. The City will (a) demolish and dispose of the existing monument sign located on the Southeast corner of Shaw Rd. and Crystal Ridge Drive, and (b) construct a new retaining wall located on the Southeast line of the existing sign easement. Additionally, the Board agrees to abandon a portion of the non-exclusive easement on the portion of land owned by the City, located on the East side of Shaw Rd., in coordination with the City to improve the safety of the intersection and to allow the use of the existing but closed right turn lane. Further, the Board authorizes its President or Vice President to execute all documents necessary to effect such agreements and deeds.

Fred Herber added a friendly amendment to include (a) demolish and remove the monument.

Mark accepted the amendment.

Fred seconded the motion.

Motion approved: 4 Yes; 0 No

9. Washington Common Interest Ownership Act (WUCIOA):

- Fred Herber reported the new law contains new rules for new subdivisions. It does not affect how existing HOAs can amend their governing documents.
- The law will affect how HOAs are funded, how budgets are formed, and requires 5 to 10 year forecasts for reserves.

Meeting adjourned at 8:54 PM