

**Crystal Ridge HOA Board Meeting  
Wednesday, December 4, 2019**

Email: [board@crystalridgehoa.org](mailto:board@crystalridgehoa.org)

Website: [www.crystalridgehoa.org](http://www.crystalridgehoa.org)

**Board Members Attending:**

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

**Committee Members Attending:**

Fred Herber, ACC

Peggy Kloes, R&R

Emory Gearhart, Play Lot

**Vista Representative:**

Jenny Ross

**Homeowners Attending:**

Jim Chiang

**Scheduled Meetings: Held at Puyallup Public Library**

Wednesday, January 22, 2020, Annual Meeting, 7:00 - 9:00 PM,  
North Meeting Room

**Proceedings:**

- 1. Call to order and Board Member quorum established - 5 of 7 members present.**
- 2. Minutes:** The minutes of the November 6, 2019, Board Meeting were approved via email and posted to the website; **VOTE 6 YES; 0 NO.**
- 3. Treasurer and Collections:**

<b>Cash</b>	<b>\$ 52,947</b>
<b>Reserve</b>	<b><u>142,420*</u></b>
<b>Total</b>	<b>\$195,368</b>

\*Includes \$117,200 reimbursement from the City for easement and CRD monument replacement.

**Homeowner Delinquencies:** \$17,000 (One homeowner: \$13,000)

**Vista** will confirm estimated cash position as of December 31, 2019, versus the draft budget.

**4. Rules and Regulations:**

There were no changes to the Rules and Regulations during 2019. The original R&Rs were adopted December, 2015, (effective January 1, 2016), and have been renewed each year since.

**Motion:** Fred moved that the Board (a) approve renewing the Rules and Regulations per the Amended and Restated Rules and Regulations (Rev. D) which shall be effective January 1, 2020, and (b) the R&Rs to be reviewed prior to each annual meeting of the association.

Patti seconded

No further discussion.

**Vote: 5 Yes; 0 No; Motion approved. (See Addendum for Resolution)**

The full text of the Rules and Regulations (including a schedule of fines) is posted on the CR HOA website.

**Reminder:**

(1) Compliance drives are every three weeks

(2) The first violation notice is not a fine notice and there is a 2-week compliance period. If more time is needed to bring the violation into compliance, an appeal must be sent to the Board in writing within 10 days of receipt of the violation notice. The appeal is forwarded to the R&R Committee for discussion and recommendation.

(3) If there has been no appeal and the violation still exists at the next compliance drive, a fine notice is sent. A fine may be appealed in writing to the Board (not to the R&R Committee) within 10 days of receipt of the fine notice. The Board will discuss and vote on an action plan.

## 5. Annual HOA Meeting Agenda and Voting:

- The 2020 budget and 5-year forecast will be discussed with a homeowner Q&A session.
- There will be a review and discussion of the Reserve Report.
- One position for the Board of Directors is open (Emory Gearhart is the incumbent). A candidate interest form was sent to all homeowners with 2020 invoices and newsletter. Anyone interested in serving on the Board is encouraged to fill out and send the form to the Board before December 18, 2019. A Nominating Committee, appointed by the Board at the November 6, 2019, Board meeting will evaluate the candidates and submit a slate of nominees. (The Nominating Committee was appointed pursuant to the Bylaws, Article V, Section 1.) Voting for the Board seat is by mail only. A ballot and secrecy envelope will be mailed to all homeowners with the notice of the annual meeting the first week of January. The budget vote will be in person or homeowners may vote by proxy at the meeting. A proxy form will be included in the mailing for homeowners who are unable to attend the annual meeting. **Both the ballot and the proxy must be received by Vista no later than 5:00 PM, Friday, January 17, 2020, in order to be counted.** No ballots or proxies presented at the annual meeting will be accepted.
- Per the Bylaws Article VII, Section 1 (b) Homeowners voting rights are suspended if any amounts are due and unpaid. Such rights are also suspended for 60 days for each infraction of published rules and regulations.
- Vista is the voting registrar and all votes will be counted by Vista. Both the results of the budget vote and the election of a Board member will be announced at the meeting.
- Volunteers for the new Monument Design Committee will be appointed. Please contact the Board if you are interested in serving on this committee.

## 6. Nominating Committee Report:

The Nominating Committee will report to the Board on the nominating process.

**Meeting adjourned at 8:55 PM**

## **ADDENDUM**

### **Resolution of Crystal Ridge Homeowners' Association Board of Directors December 4, 2019 Meeting**

The Board of Directors of the Crystal Ridge Homeowners' Association of Puyallup WA (the "Board") met on December 4, 2019, for the purpose of renewing the existing Rules and Regulations for the benefit of Crystal Ridge Homeowners' Association.

The Board approved renewing the Rules and Regulations in the form of Amended and Restated Rules and Regulations.

WHEREAS, Article VII Section 1(a) and 2(a)(p) of the Bylaws of the Crystal Ridge Homeowners' Association gives the Board the powers and duties necessary to conduct the affairs of the Association and to make such Rules and Regulations as the Board deems in the best interests of the Association; and

WHEREAS, for the health, safety, welfare, and comfort and convenience of all residents, the Board established rules enforcement policies, procedures and monetary fines so that it may fairly and consistently enforce the governing documents; and

WHEREAS, the Board approved and published the original Rules and Regulations and posted the document to the CRHOA website in October 2015. Such Rules and Regulations were amended effective January 1, 2017, further amended effective January 1, 2018, further amended effective January 1, 2019, and renewed the Rules and Regulations as of this date effective January 1, 2020.

NOW, THEREFORE BE IT RESOLVED that the Board hereby approves renewing the Rules and Regulations per the attached Amended and Restated Rules and Regulations (Rev. D) and such shall be effective January 1, 2020.

This Resolution and Rules and Regulations shall be reviewed each year prior to the annual meeting of the association.

Notice of this renewal shall be given to the membership on or before December 31, 2019.