

**Crystal Ridge HOA Virtual Board Meeting  
Wednesday, December 2, 2020**

Email: [crystalridge@govista.net](mailto:crystalridge@govista.net)

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

**DUE TO THE CORONAVIRUS PANDEMIC,  
THIS MEETING WAS HELD VIA ZOOM**

**Board Members Attending:**

Mark Crawford, Peggy Kloes, Fred Herber, Emory Gearhart

**Vista Representative:**

Juan Rodriguez

**Homeowners Attending:** Mark Noll, Jim Mirous, Kevin Mauermann, Chris Richardson

**Proceedings:**

1. **Call to Order and Board Member Quorum Established** - 4 of 7 Board Members present.
2. **Minutes of September 2, 2020, meeting** were approved via email. **VOTE 6** Yes; 0 No.
3. **Actions/Activities by Board after the Sept 2, 2020 meeting:**
  - ACC approved numerous roof, landscape, fence and painting mod requests
  - Board and Vista held regular meetings and frequent email discussions with Olympic Landscape regarding landscaping and irrigation
  - Solicited bids for landscaping (none awarded yet) (Please see addendum)
  - Voted via email to amend the Bylaws and Rules & Regulations
  - Mailed copies of (a) Amended Bylaws, (b) summary CC&Rs (not amended), and (c) Amended Rules & Regulations to all homeowners
  - Announced Board elections to be held on January 26, 2021 and mailed Board; Candidate forms to all homeowners. One candidate form was returned.

- Scheduled Candidate Forum on Dec 1, 2020
4. **Discussion with homeowner Kevin Mauermann:** Mr. Mauermann requested that he be allowed to speak regarding concerns about a significant number of changes to his home.

**Concerns:**

Vista and the Board have noted the following CC&R violations:

- Outdoor construction (shed) and large screen TV installed without approved mod request
- Artificial turf and cement work in front yard without approved mod request. CC&Rs require 50% of front yard to be grass.
- House painted black without ACC approval
- Fence torn down and re-installed too close to the sidewalk without ACC approval.

Mr. Mauermann did not respond to repeated violations/fines and stop work orders.

His neighbors have complained about loud, late-night music and parties; police have been called.

**Mr. Mauermann stated:**

- He has been out of state for the last several months and did not receive the violation notices nor did he see any stop work notices.
- He submitted a mod request last March, but when he did not hear from Vista or the Board, he assumed it was due to reduced work force because of pandemic.
- He believes the noise complaints are exaggerated.
- He will be back in Washington the end of December and will contact the Board at that time to discuss compliance issues.

**The Board will seek a recommendation from our attorney on the appropriate steps to take in resolving these issues.**

**5. Financial Report:**

**Balance Sheet October 31, 2020:**

Operating Cash	\$ 73,415
Cash Reserves	<u>151,909</u>
Total Cash	\$225,324

**2021 Proposed Budget:**

The beginning cash balance of \$197,843 includes prepaid assessments for 2021 and is net of the \$5,000 hold back from Olympic Landscape LLC for warranty tree replacement.

Homeowners should expect 6% or greater assessment increases in each of the next five (5) years to maintain required capital and operating reserves.

**Motion to approve increase in HOA assessments:**

Mark moved to approve a 3% increase in the annual HOA assessments for 2021  
Fred seconded

**Motion approved: Yes 4; No 0**

**6. Landscape Report:**

- Tree replacement is ongoing.
- Bids have been received from 3 companies for 2021 landscaping contract.  
The Board will review and select the winning bid before December 31, 2020. (Please see addendum.)

**7. Committee Reports;**

- **Monument:**
  - 2 meetings on site;
  - Tim Nelson will chair the committee;
  - final proposed design by the annual meeting in January
- **Nominating:**
  - Tim Nelson was nominated for a Board position to be voted on in January 2021

**8. New Business:**

- Board email changed to [crystalridge@govista.net](mailto:crystalridge@govista.net)
- Email to the Board will now go to Juan Rodriguez at Vista Management; he will respond to homeowners, etc., if appropriate, and forward to Board. If Board action is required the Board will act.

Meeting adjourned at 9:01 PM

**ADDENDUM**

**New Landscape Contract:** On December 28, 2020, the Board approved awarding the 2021 landscape contract to S & S Landscape and terminating Olympic Landscape.

**VOTE: 5 Approve; 0 Disapprove**