

**Crystal Ridge HOA Board Meeting
Tuesday, November 7, 2017**

Board Members Attending

Mark Crawford, Fred Herber, Peggy Kloes, Tim Evans, Erik Pedersen,
Emory Gearhart

Committee Members Attending:

Fred Herber, ACC, Monument
Tim Evans, ACC
Peggy Kloes, R&R
Erik Pedersen, R&R
Emory Gearhart, Play Lot
Victoria Simmons, ACC, R&R, Monument

Homeowner Attending:

Chong Lam

**All meetings are scheduled from 7:00 - 9:00 PM
Board meetings are held in the Puyallup Library Board Room**

December 5, 2017 (Tues.) - Board Meeting
January 23, 2018 (Tues.) - **Annual HOA Meeting, Library North Room**
February 6, 2018 (Tues.) - Board Meeting
March 6, 2018 (Tues.) - Board Meeting
April 3, 2018 (Tues.) - Board Meeting

Proceedings:

- 1. Minutes** - September 5, 2017, minutes were approved via email and posted to CR HOA website.
- 2. Homeowner questions:** Chong Lam has submitted a mod request to build a shed on his property. He asked if metal roofs are allowed. Metal roofs are not allowed. The CC&Rs state that any additional structure built on a homeowner's property must match the home's roof and paint color. He also wants to widen his driveway on his property only—not the apron. He was requested to submit a mod request and to note that only concrete aggregate is approved for driveways.

3. Budget:

- There are \$3,900 in uncollected HOA dues for 2017; the predicted shortfall was \$7,200. We will end the year with approximately \$72,000 for future capital improvements.

4. Capital Expenditures:

Board members were asked to prioritize the following capital expenditures before the 2018 budget is set.

- Play lot
- Tree replacement
- 19th St. Ct. landscape improvement
- Mailboxes - refurbish structures; bids range from \$6,000 to \$16,000.

5. Reserve Study:

Under **RCW 64.38.065** “An (HO) association is encouraged to establish a reserve account with a financial institution to fund major maintenance, repair, and replacement of common elements, including limited common elements that will require major maintenance, repair, or replacement within thirty years. . . .”

In 2017 Northwest Reserve Studies of Puyallup conducted an analysis of the Crystal Ridge community. The Reserve Study will be presented to the membership and discussed at the annual HOA meeting on January 23, 2017.

In the limited discussion of the study by the Board, it was pointed out that some items were not addressed in the study: (1) irrigation system work that has been completed on the 7 acres of planter strips; (2) replacement of trees; (3) distinction between operations and capital; and (4) the study projects a reserve balance of approximately \$21,000 although the HOA will be closer to \$72,000 for 2018 due to deferred projects.

6. Tot Lot:

The Tot Lot is beyond its’ useful life and the play structure was repaired in the summer of 2017.

Emory presented the committee’s plan for refurbishing and upgrading the play structure and the area. The plan calls for: (1) new play structure costing about \$45,000 with a useful life of 25 years; (2) an ADA ramp; (3) site grading, grass area, landscaping; (4) bark chips under the play structure; and (5) irrigation. Approximate cost \$70,000. It was recommended that we put in the play structure,

ramp and chips in 2018, and wait until 2019 for the irrigation, grass, and landscaping. No vote was taken.

7. Vista Management:

In reviewing Vista's contract, some of the issues that need to be addressed are:

- Collections: There have been no collections in 2017. Vista agreed to use their attorney and not an outside collection agency in order to save money.
- Consistency of enforcing CC&Rs
- Violation letters—format and clarity
- Landscape management: They have been weak on pushing JAC and meetings with contractor and Board.
- Communications with Board and residents
- Accounting: Vista sent out information to residents that they would be able to pay annual HOA dues monthly online. This is incorrect. The HOA does not have a monthly payment plan due cash flow problems.

8. Monument Design: The design for a new entrance monument is on hold until the negotiation with the City for purchase of the easement and reimbursement for the current monument is completed.

9. Dues increase: A motion to raise the dues by 10% was voted down and Tim moved to increase the dues by 6%; Peggy seconded; the vote was 5 yes, 1 no.

The meeting was adjourned at 9:05 PM.