

# ANNUAL NEWSLETTER

Web: [crystalridgehoa.org](http://crystalridgehoa.org)

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

Facebook: [CRHOA of Puyallup, WA](https://www.facebook.com/CRHOAofPuyallup)

## Vista Management

Contact:

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**VISTA Community Management**  
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### Crystal Ridge Board Members

Mark Crawford, President  
Fred Herber, Vice President  
Peggy Kloes, Secretary, Newsletter Editor  
Emory Gearhart, Treasurer  
Patti Lundell  
Tim Evans  
Chong Lam

### **COMMITTEES:**

#### ACC

Jennie Slack, Chair  
Tim Evans  
Fred Herber  
Ann Crawford  
Preston Smith  
Victoria & Eric Simmons

#### R&R

Peggy Kloes, Chair  
Victoria Simmons  
Eric Simmons

#### Welcome

Steve Teutscher  
Ann Crawford  
Chris & Charity Richardson

(Committees continued on page 2)

## Crystal Ridge HOA — 2019

We welcome all new residents to the Crystal Ridge neighborhood. The Board invites all homeowners to attend the annual meeting of the Homeowners' Association to be held **Wednesday, January 22, 2020, at 7:00 PM** in the North Meeting room at the Puyallup Public Library.

**Candidate Interest Form:** One seat on the Board is open for election in January. If you would like to serve on the Board please fill out the Candidate Interest Form enclosed with this newsletter and return via email to [board@crystalridgehoa.org](mailto:board@crystalridgehoa.org) or by regular mail to Crystal Ridge Board, P.O. Box 73144, Puyallup, WA 98373, before December 13, 2019. The Nominating Committee will review applications and recommend candidates for the January ballot. (The Nominating Committee has been appointed by the Board pursuant to the Bylaws, Article V, Section 1.)

All candidates must:

- Be in good standing: No violations and current on all assessments and fines
- Attend all Board meetings and promptly respond to email correspondence
- Work cooperatively with the Board and the management company
- Read and be familiar with the HOA governing documents
- Serve a minimum three (3) year term
- Agree to abide by and sign the CR HOA Board Code of Conduct

**The Board** meets quarterly on the first Wednesday of March, June, September, and December with an Annual Association meeting in January. Special meetings may be called from time to time when the need arises.

We conduct the business of the Association including, managing Vista Property Management, hiring a landscape contractor, evaluating the annual reserve study, asset management (monuments, irrigation system, play lot, tree replacement, greenbelt areas) City of Puyallup sidewalk repair, CC&R compliance, assessments, establish committees, and manage the Architectural Committee.

**Volunteers** serving on committees are an important component of the association and do much of the necessary work. If you would like to volunteer for any committee, please contact the Board.

**CR HOA 2020 Meeting Dates**

**All homeowners are welcome to attend Board Meetings held quarterly on the first Wednesday of March, June, September, and December at Puyallup Public Library at 7:00 p.m**

**Annual HOA Meeting:  
Wed., January 22 - 7:00 p.m.  
Library North meeting room**

**No January Board Meeting**

**Library Board Room (fire code limit 16 occupants). Please check the HOA Website for meeting dates, time, and room.**

**All meeting minutes may be accessed on the CR HOA website.**

**Committees continued:**

Play Lot  
Tim Nelson, Chair  
Emory Gearhart

NNO  
Kelly Loney, Chair  
Kevin Loney  
Mark Noll

Website, Email, Facebook and Email Distribution List  
Mark Noll

•**Standing Committees:** Architectural Control (ACC), Rules and Regulation (R&R), Welcome, NNO (Safety and Security)  
•This past year **Ad Hoc Committees** have included the Play Lot and the HOA Fence Replacement. In 2020 the Monument Design committee will be appointed.

**Dues:** The Board voted a 5% increase in the annual assessments for 2020 at the November 6, 2019, Board Meeting. Classics assessment will increase from \$496 to approximately \$521 annually and Estates from \$744 to approximately \$781 annually. The increase is necessitated for (1) a comparative audit of the years 2018 and 2019 at a cost of \$4,000; (2) increase the Reserve Fund; and (3) for inflation. The increase is reflected in your invoice for 2020. Assessments are due by January 31, 2020, and late fees will begin accruing February 1, 2020.

**Landscaping:** We continue to work with Olympic Landscape company for maintenance of the common areas. Olympic is responsible for mowing, edging, weed and moss control, leaf pick up, tree and shrub pruning and irrigation system maintenance.

**Crystal Ridge Drive Entrance Monument:** City engineers determined the present site of the entrance monument is a safety hazard and must be removed prior to the City opening the right turn lane off Shaw Road onto Crystal Ridge Drive. Construction will begin at the Shaw Road and Crystal Ridge Drive intersection in spring 2020. In addition to opening the right turn lane, left turn lanes will be added to CRD and to 23rd with expected completion by next fall. Monument demolition will occur during the initial phase of construction. A Memorandum of Understanding (MOU) with the City of Puyallup and a Quit Claim Deed for the easement were signed and recorded. The HOA received \$117,200 compensation from the City. A Monument Design committee will be formed in the spring.

**Tree Replacement:** We have been replacing about 25 trees each year with priority given to trees that are impairing the intersection and driveway views of oncoming traffic, damaging sidewalks, street lights and fire hydrants, diseased trees, and those that are considered dangerous due to damaged trunks or branches. Tree replacement was put on hold in 2019, therefore, we will replace approximately 50 trees this year. To date about 325 trees have been replaced with an additional 600 trees to finally replace all the trees in Crystal Ridge.

**Play Lot:** With much appreciated help from many volunteers the Play Lot was completed. The large play structure, kid-friendly mulch, concrete ramp, bench, table with attached benches, fence, irrigation and landscaping with shrubs and grass have been installed. Two bouncy-type toys for 3-5 year old children and additional plants will be installed in 2020. The area now has better curb appeal and is a much safer place to play.



**Vista Property Management:** The Board hired Vista in 2016 for accounting, landscape management, CC&R compliance and general administrative functions including regulatory compliance.

**Finance and Budget:** This is the main agenda item included in the annual meeting. Please attend to find out more and ask questions.

**Reserve Report:** There will be a review and discussion of the Reserve Report during the Annual Meeting

**Mod Request:** If you are making changes to your home (exterior painting, new roof, gutters, adding shed, covered patio area, landscaping, driveway, or fence), please fill out a Mod Request (may be downloaded from CR HOA website) and send to the Board. The ACC chairperson will contact you in a timely manner.

### R&R Compliance

1. The original R&Rs became effective January 1, 2016, and are re-authorized each year by the Board. Compliance drives are completed every 3 weeks.
  - If you receive a violation notice, you have the right, within 10 days, to contact the Board and appeal the violation in writing. The appeal is sent to the R&R Committee for discussion and action. You should receive a decision within 14 days.
  - If you do not appeal the violation notice and the violation still exists on the following compliance drive, you are sent a Notification of Fine. An appeal of a fine must be sent to the Board in writing within 10 days and the Board will make a decision within 14 days.
2. Holiday decorations must be removed no later than the second Sunday of January.

### **ADDITIONAL BOARD ACTIONS**

Replaced 1,000 l.f. of fence in The Estates

Negotiated replacement and easement fee with the City of Puyallup for the CR Entrance Monument

Completed replacement and improvements for the Play Lot

Hosted Block Watch Organizational Meetings

The ACC approved numerous ModRequests for repainting, reroofing and other items

Repaired Janell Estates Entrance Monument (damaged by a drunk driver)

Completed Reserve Report, 2020 Budget, 5yr and 29yr forecast

**Reminder: Homeowners, please clean leaves and debris from sidewalks.**

The City of Puyallup requires homeowners to maintain the sidewalk abutting their property, including keeping the sidewalk clear of debris, leaves, snow, ice and vehicles.

**PMC 11.20.040**

Homeowners may be liable for any personal injury caused by obstruction of sidewalks. It is difficult to see where sidewalks have buckled from tree roots when the area is covered by debris.

You may visit our website for schedules, news, information and to join our neighborhood email DL.

**Board Member Nomination Application**

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To serve on the Board, a member must:

- Be in good standing: No violations and current on all assessments and fines
- Attend all Board meetings and promptly respond to email correspondence
- Work cooperatively with the Board and the management company
- Read and be familiar with the HOA governing documents
- Serve a minimum three (3) year term
- Agree to abide by and sign the CR HOA Board Code of Conduct

If you are interested in becoming a Board Member please return this application to the Nominating Committee in care of Vista Property Management. You will be contacted by the Nominating Committee between December 20<sup>th</sup> and January 7<sup>th</sup>.

Describe your leadership experience, education, and any other background that would be valuable to the Crystal Ridge Homeowners' Association. Use additional pages if necessary.

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What goals/objectives do you have for the Crystal Ridge Homeowners' Association in the coming years? Describe in detail. Use additional pages if necessary.

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I would like my name added to the ballot to be a Board Member.

Name \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_