

Minutes of the 2016 Cedar Ridge Homeowners Annual Meeting

November 12, 2016

The 2016 Annual Homeowners meeting was held on November 12, 2016 at the Bonney Lake Library. The meeting called to order at 10:10 a.m.

Board member attendees were Eugene Pfaff, Lillian McGinnis, Kira Kuhlman, John Sellmann, and Jim Bouchard. There were 12 homeowners also in attendance.

The President gave a review of the accomplishments for the past year:

- New Mail Box Clusters Installed and homeowner keys distributed.
- Hired a new Landscape Maintenance Company to clean-up & maintain CR Entrance's and planting areas.
- Cleaned main entrance stone sign and fixed electrical lighting.
- 11 new neighbors received Welcome Committee Packages.
- Events: Christmas Caroling and 26th Annual 4th of July Parade.
- Worked with East Pierce County Fire & Rescue personnel to inform homeowners about issues/restrictions regarding burning of yard waste and garbage restrictions in our part of the county.
- Two-thirds of homeowners now receiving communications via e-mail and Facebook. Newsletter still being hand-delivered to approximately 35 Lots.
- Addressed neighborhood street safety issues: overgrown trees, bushes or plantings.
- ACC processed numerous home and lot improvement requests related to house exterior remodels, fences, roof replacements, sheds & storage spaces, driveway and parking improvements.
- Worked with Pierce County utility departments to remove dumped garbage along neighborhood arterial streets as well as getting damaged or missing street signs repaired or replaced.
- Worked with PSE to fix damaged and non-working neighborhood street lighting.
- Processed several Neighborhood Non-compliance Issues or Concerns. 8 formal non-compliance letters written. 4 needed First Notices only to resolve issues or concerns. 4 required a 2nd notice to resolve issues.
 - Non-Compliant Issues involved:
 - 1) Animal disturbances incessant barking or aggressive dogs
 - 2) Unleased or free-roaming cats
 - 3) vehicle's improperly parked on lots
 - 4) Illegal burning of yard debris and related problems with smoke
 - 5) Poorly maintained yards and plantings detrimental to the neighborhood
 - 6) Garbage and miscellaneous debris in front of homes or driveways

Issues for 2017

- **Mail Box Keys:** The Board decided to no longer maintain extra or surplus mailbox keys for homeowners. Contact "The Mailbox Guy" who installed the mailbox clusters to repair or replace missing or damaged mailbox keys **NOTE: this is a less costly than going through the Post Office Department.**
- All procedures, covenants and by-laws need to be reviewed and updated
- **Communication:** CRHOA Website went down almost 2 years ago and the Board has not able to fix or restart the existing website after many attempts. The Board decided that there is a need to establish and maintain a more reliable site with better maintenance support. The Board will be working with "Notable

Web” an internet web design and hosting service to re-build and maintain our community’s website. Hopefully a simpler and easier community website can be established next year.

- Committees: Due to a lack of volunteers this last year, the following events/activities were not supported as vigorously as in past years. To continue with these activities neighborhood volunteers are needed for the following committees in 2017:
 - Annual Clean Streets, Landscaping and “Yard of the Month”, Safe Streets, Audit, Elections, and Events.
- Neighborhood Common Areas Landscaping & Maintenance: Besides our street lighting throughout the neighborhood, landscaping maintenance is the 2nd biggest budget item each year. In 2017, the Board will have the main entrance re-barked. Volunteers have already come forward to supply the labor for this activity to help minimize the overall cost of this project.

There will be a survey sent to all homeowners in 2017 requesting input regarding additions and deletions for landscaping scope of work around the small retention pond and adjacent county right-of-ways. (E.G. The length of 112 Street East and two other areas along 205th Avenue East and the east end of 108th Street Court East.)

Treasurers Report:

The Treasurer presented the 2016 budget to expenses. Of special note - the capital improvement costs went over budget with the new mailbox installations and the Landscape maintenance service costs doubled from previous years.

Homeowner Input/Concerns

1. Homeowner requested to electronically record meeting. A homeowner stated that the meeting should not be recorded and cited the RCWs regarding recording issues. Homeowners stated that their belief was that the cited RCW was for telephone calls. Homeowner requested a vote. Homeowner who cited the RCS’s stated that there should be no vote based on the RCW’s. After much discussion the Board denied electronic recording of meeting. Homeowner asked for further research on this issue and the Board agreed.
2. Homeowner ask the Board to look into replacing the high energy lights with LED lighting. The Board responded that this had been investigated previously and the cost per street light replacement was not affordable at this time.
3. Homeowner requested a detailed report on neighborhood non-compliance letters written and sent to affected homeowners. Also requested a copy of the processes and procedures to address non-compliance. The Board reported that there were 8 formal non-compliance letters written. The Board also indicated that the processes and procedures have not been updated recently and that will be one of the procedures to be reviewed in the coming year. Homeowners also asked if the ACC had ever denied a formal request and the Board responded yes and further explained that a “stop-work order” had been issued.
4. Homeowner questioned the need and contents of the storage unit. The Board stated that storage unit was needed to store materials for events and HOA records.
5. Homeowners raised issues regarding the non-working website. The Board responded describing plans to replace and maintain a new and more reliable website. More information and costs will be provided in 2017.
6. Homeowner questioned the need and cost for the CRHOA U.S Post Office Mail Box. The Board responded that it is required for legal correspondence and there are no empty boxes in the new mail box clusters.

7. Homeowners questioned the new landscaping maintenance contract. Specifically, what was entailed in the initial clean-up and on-going monthly maintenance costs and if any clean-up and maintenance would be done on the property across from the pond. The Board responded with cost details and stated no work would be done on the property across from the pond. The Board also fielded questions and ideas regarding changes to both entrances to the neighborhood, i.e., beauty bark vs. stone; reducing and increasing scope of maintenance at entrances.
8. Homeowners wanted to thank James Bouchard and Carol and Randy Rich for their help in maintaining the front entrance prior to the hiring of the landscaping company. They also wanted to thank Larry Simson and Eugene Pfaff for their on-going street cleanup efforts throughout the year.
9. Homeowners asked that time for future Annual Meetings be divided up with half of the time for the Board's presentations and the other half for homeowner's presentations. The Board responded that this issue will be addressed prior to the 2017 Annual Meeting.
10. Homeowners requested specific definitions of Maintenance vs Capital Improvements and wanted a vote taken on said definitions. The Board agreed to include definitions with the next re-write of the CC&Rs and By-Laws which will have to be ratified by 51% of the homeowners.

Elections

Election Concerns: Homeowner stated that he/she believed that there were problems with the election and therefore, the election should not be valid and asked for discussion prior to the ballots being counted. The Board stated that the ballots would be counted and the homeowner could speak prior to the election results. Homeowner stated that he/she believed that there should have been 3 positions open instead of just 2. Homeowners had concerns that the Board did not follow election procedures. They also indicated that they felt the Board did not provide adequate communications regarding the upcoming elections. The Board responded that several attempts were made to get volunteers to participate on the Board. The Board also stated that articles were published in previous Newsletters requesting volunteers to participate on the Board with no success. And, therefore, the Board felt it was not necessary for further communications prior to the elections. There were 17 ballots out of 91 possible ballots returned to the Elections Committee. According to the Board there were 2 positions to be filled for the 2017/2018 Board. Eugene Pfaff and Sherryl Pfaff submitted their names to be placed on the ballots. Two ballots had write-ins and one ballot had no vote indicated. Eugene Pfaff received 14 votes, Sherryl Pfaff received 13 votes, Zibby Simson received 2 votes, Rick Lykstad received 2 votes and James Bouchard received 2 votes. The Board ratified the election and, therefore, effective January 1, 2017 Eugene Pfaff and Sherryl Pfaff would be Board members for a two term ending December 31, 2018.

The 2017/18 Board of Directors consists of Eugene Pfaff, Jim Bouchard, Lillian McGinnis, John Sellmann and Sherryl Pfaff

The meeting was adjourned at 11:55 a.m.