



CROSS CREEK HOMEOWNERS' ASSOCIATION
Minutes of Regular Monthly Board Meeting
7 PM, July 9, 2015 Aloha Oregon

Board Members present: Don Duncan, Tara Stewart, Kim Colvin, Kathy Copeland, Kelli Sepulveda, Jason Mastrantonio, Kevin Miller
Homeowners in Attendance: 6

Meeting called to order at 7:02 pm, quorum was confirmed.
Kelli Sepulveda recorded notes from the meeting.

Code of Conduct mentioned and reiterated as being used for all meetings.

Minutes for June 11 meeting were discussed. **Motion to approve minutes as written. Unanimous. Approved.**

Property Improvement Proposals

No PIPs requiring Board approval.

Homeowner Comments

Homeowner from Lot 108 has created a brochure to send to all homeowners. In the future, the brochure would be added to the welcome packet. Board would like more information on how to print these and make them available from the homeowner at the August meeting.

Welcome Packets are being created and will be sent out to new homeowners. Secretary has started a list of people who need packets. Please contact secretary@crosscreekhoa.org if you need a packet.

Special Guest

Michael Mills, Neighborhood Streets Program Coordinator, Washington County Oregon

CCHOA will need to apply for the Neighborhood Streets Program. The HOA was enrolled in 2013.

A traffic study will be done once the application is submitted.

Based on a 2013 traffic study, approximately 2,230 cars travel down Rosa Drive per day. Average eastbound speed (85% percentile) was 25mph and westbound was 26mph. Top speeds were 44mph and 50 mph, respectively.

To qualify for a "calming zone" requires 40 points. Based on 2013 data, CCHOA received 23 points (1 point for every 100 cars and 1 point for 85% percentile average over posted speed).

Mr. Mills will be doing a road tube study as drivers will be less likely to change behavior as opposed to a radar trailer.

Other options to consider if CCHOA does not qualify for "calming zone":

- Street signs with speed display – approx. \$6,000 per sign with anchors installed throughout neighborhood so sign can be moved to different locations
- Cross walks require a traffic control mechanism which would require contracting an engineer, obtaining a permit, and total cost is \$35,000.



President's Report

74 returned surveys for Times– 52 to 22 want a copy of the Cross Creek Times.
154 total votes received for dues increase – 86 for increase (13 yes are for CPI), 68 against

Items purchased since June meeting:

Bark Dust purchase \$390. **Motion to approve bark dust purchase. Unanimous. Approved.**
Attorney expenses \$270. **Motion to approve attorney response. Unanimous. Approved.**

Discussion about how the Board spends money. Email meetings can be called if urgent issue needs to be addressed prior to the meeting, but only the President can call the meeting.

Vice President's Report

Pump handle needed to be replaced.

Bought 2 life tubes and hip packs. Cost \$217, approved for \$220 during June meeting.

VP will be researching cost for lifeguard t-shirts.

Swim lessons are going well. Attendance was low the first 2 weeks but expecting an increase as the summer progresses.

Additional camps will be done the week in between swim lesson sessions and are being planned now.

Adult swim usage is minimal/ Adult swim can be used for lap swim.

Need to track who is using the pool to determine usage.

Treasurer's Report

Business checking \$17,534.08

Money Market \$8,035.37

Reserve \$47,156.41

TOTAL \$72,725.86

Annual dues and RV lot dues were sent out on June 15. Collected approximately 30% of 2015 annual dues.

Past Due Accounts

\$5,088.28 in collections with attorney – 4 of 17 past due accounts; 2 entered into settlement, one will write off \$500 based on settlement

Treasurer met with accountant and is providing documentation for 2014 tax returns.

Integra was setup as paperless billing with ACH payments to avoid \$100 in fees.

QuickBooks payment information for employee posters are expiring.

Treasurer working to become point of contact for Vial Fotheringham (attorney).

Treasurer has a debit card for the HOA. Every month Treasurer will provide a report of purchases on the debit card.

- \$725 brought in for first session of swim lessons. \$3000 budgeted income for swim lessons.



We do offer discounts for multiple family member, \$5 discount for each additional member.

- Guest swim income \$309. \$300 budgeted income for guest swim.
- \$1230 for legal expenses so far. \$600 was budgeted expense for legal expenses.

Motion made to require Board approval before interacting with attorney that would accrue costs. Unanimous. Approved.

Times editor \$540 budget per year.

Motion made to pay the Times Editor \$540/year. Unanimous. Approved.

Average pay of lifeguards is \$10.64/hour. We are expecting to pay \$19,000 and the budgeted amount was \$12,000.

Budget needs to be reallocated.

Secretary's Report

Working on getting resolutions and documents in order.

Welcome packets being created.

Property Standards document will be delivered to every lot and mailed to owners.

Rec Center/RV Lot Report

Ruined cake was refunded.

2 RV spots have opened and 8 people on the wait list.

Property Standard's Report

Lot 65 has a partition built in their garage which is a code violation.

Violation letters need to be sent to many lots. The neighborhood is not being well kept.

Maintenance Report

Pool is fine.

Ant infestation is getting worse.

Landscapers are still missing parts of the neighborhood. Maintenance committee needs to document what is happening and all conversations with the landscapers. We may need to resort to withholding payment.

Other Business

Finance Committee will meet in August to come up with a statement of purpose. Those interested should contact the Treasurer. Committee will review reports on a quarterly basis. If you have no experience, come learn how to read the reports. Wendy (chair) would like input on the Board for what the committee should be doing.

CCHOA Yard Sale was successful with 22 home participating. There are 9 signs in the chair/table closet to use next year.

Unfinished Business



Reserve Study policy is still dependent on the outcome of the dues vote.

New Business

End of summer gathering –potluck style – VP will look into planning this.

Homeowner from Lot 030 offered to paint the Rec Center for \$500. Discussion around possible dry rot under the siding. We will re-address this in the Fall when winterizing the building.

Motion made to adjourn meeting. Unanimous. Approved.

Meeting was adjourned at 8:50 PM.

Submitted by
Kelli Sepulveda, Secretary
Cross Creek Homeowners' Association

Next Board Meeting scheduled for August 13, 2015