

Cross Creek Homeowner's Association Board Meeting Minutes for January 8, 2004

Board Members Present: Rich Redeker, Brent Brewer, Leo Horst, Linda Osman

Board Members Absent: Carolyn Patrick, Zendra Hanft, Lisa Klingsporn

Staff Members Present: Lee Hoodenpyle, Marilyn MacIntosh, Alice Desautel, Pat Mazzocco,

Staff Members Absent: Paula Shadrach

Homeowners present: Bill Martin, Lot 22 and Larry Popke, lot 105 & Janice, Sienna & Devon Howells, lot 410

The meeting was called to order by Pres Rich Redeker at 7:10 pm

November minutes were reviewed. Motion was made by Leo to approve the minutes as written and second was made by Brent. Minutes were approved as written. There was an error with the December minutes so they will be reviewed in January. Motion made by Leo, 2nd by Linda and the motion was approved.

Staff Reports

Bookkeeper: Alice reports checking account balance is \$5,021.33 and savings of \$11,473.45. Alice reports she is preparing to file liens on 8 property owners. Alice was asked if lot 199 had sent in their monies owed yet, they have not. It was decided at this time that Brent was to send out a letter to the homeowner with the intent to reinstate the fines due to failure to follow thru on reduced fines and dues owed. Homeowner had requested his fines be reduced and he would pay his fines and his dues. Homeowner has failed to pay either one. Leo made a motion that Brent send a letter with the intent to reinstate property fine of \$505 that was reduced to \$50 due to homeowner's failure to follow through on reduced fine and dues. Linda made the second, motion carried. Brent will be given leeway to determine the timeline for homeowner to pay by.

Rec Ctr: February calendars are ready to go out with the Times. Linda is planning a Pot Luck on Saturday, 2/21/04 at 5pm. Feb 18 is scheduled to be an adult brown bag board & card game day. Linda reports there is also a Mom interested in starting a mom/toddler group once or twice a week. Linda also asked if there was a way of separating funds for Rec Ctr. For example, the range really needs to be replaced, there is a safety issue with that particular item. There is not really a way to separate the funds, but it does need to be updated and she can go ahead and get bids and it will be put on the want/need list.

Neighborhood Watch: Marilyn reports that she received a call indicating that we can get more Neighborhood Watch signs. They will put up 4 free signs and \$75 for each additional signs needed. The signs will list the CC Neighborhood Watch persons name & number. We will need another sign for the new area entrance from the Arbor Homes development.

Marilyn states that someone has kicked in her back gate twice, letting her dog escape. Linda asked Marilyn to check into a block home program. After much discussion about why the program

was banned from school districts and the liability issues, Linda asked if the Neighborhood Watch program could be restarted. Alice suggested a phone tree for the area and Linda also asked if there was a Stranger Danger program in the county. Marilyn will check with the county and see what is available and if there is a coordinator and or officer who can come out and make a presentation.

Maintenance: Lee has posts in pathway now that comes out on Rosa Rd from Wright St. This is a preventative measure to keeps kids on bikes & skateboards from racing onto the road without stopping. There have been a couple of incidents there in the past. Rich has tried calling Arbor Homes numerous times to discuss the drainage/flooding issues behind Harmony Ct but has not had any success. Linda suggested calling the contractors board, perhaps putting a lien on their bond. Lee has called Clean Water and spoke with someone who said he could get inspectors to come out. Homeowners on Harmony need to call and complain directly to "Mark" would be a good start in getting someone out.

Property Standards: Brent reports that with the Holidays and then the bad weather, he has not yet been able to connect with an attorney specializing in homeowner associations. Brent comments he has only received one survey from his property standards committee but it may be due also to the weather and holidays. He also needs committed volunteers who will actually participate, walk their assigned area and turn in reports. Pat will put a plea for volunteers in the Cross Creek Times.

Old Business: Linda is hoping to get copier moved so we will no longer need to send printing projects out.

Pat has The Times ready to go but since it is so close to the new one coming out and the February activities calendar is ready, it was proposed that everything be sent out at once. Pat will prepare the next Times so everything can be sent in one delivery. At that time we should be caught up.

New Business: Now is the time to start looking at ideas for security for next summer with the pool being open and new residents in the Arbor Homes development. Our amenities are not for them to use.

Meeting adjourned at 8:35 pm

Cross Creek Homeowner's Association
Board Meeting Minutes for February 12, 2004

Board Members Present: Rich Redeker, Brent Brewer, Leo Horst, John Weinfurter, Linda Osmon, Carolyn Patrick, Lisa Klingsporn

Board Members Absent: Zendra Hanft

Staff Members Present: Alice Desautel, Marilyn MacIntosh, Lee Hoodenpyle, Pat Mazzocco

Staff Members Absent: Paula Shadrach

The meeting was called to order at 7:08 pm by President Rich Redeker. The Jan minutes were read, Linda Osmon moved, Leo seconded and the minutes were unanimously approved as written.

Homeowners Present:

Bill Martin	Lot 22	Bud & Alice Bunker	Lot 51
Pat VanAntwerp	Lot 168	Richard Osmon	Lot 106
Larry Popke	Lot 105		

Homeowner Comments: Pat VanAntwerp would like to report a refrigerator sitting on the side of a driveway by the fence on the east side of 206th, lot 172. This could potentially be extremely hazardous, she doesn't know if it is locked or not. Lee said he would look into it. Also, she would like a reminder that Washington Co does have a leash law, lots of folks walking their dogs without a leash. Pat will put a reminder in the Times.

Staff Reports

Bookkeeper's Report: (Alice Desautel)

Alice passed out the current checking and savings amount balances, as well as check register and budget report.. Lot #199 paid in full, also received \$747 in other payments during the month. Alice said seven letters have gone out regarding past due accounts. Liens will be filed in the next 30-60 day period.

Rec Center: (Linda Osmon & Lisa Klingsporn)

Linda reports that they are looking forward to the potluck dinner planned at the Rec Ctr on 2/21 and reminded everyone at the board meeting of time etc. She would really like to see the board and staff well represented. She also stated that at the recent movie night only one family showed up. She would like to state that after fifteen minutes if only one family is there, the event will be cancelled. Pat will put that announcement in the Times. Linda and Lisa are beginning the planning for the summer months, looking for basketball and tennis coaches, synchronized swimming may be back. Pat would like to start a Rec Ctr column in the Times, asked Linda & Lisa to put some notes together.

Neighborhood Watch: (Marilyn MacIntosh)

Marilyn states that upon calling Washington County regarding the Neighborhood Watch signs there is a charge for them. The information she received in the mail was incorrect and they will send her correct information regarding the cost. Linda asked about the Sheriff's office coming out, Marilyn asked when the Board would like to have the meeting and she'll contact the county to arrange a date and time. Marilyn states they can address any questions regarding Neighborhood Watch, starting a phone tree. The meeting would be an ideal time to get a sign up sheet started. Alice has concerns about adolescents misbehaving and intimidating neighbors, using foul language. She was advised to always lodge complaints with Marilyn, that way we have a record. Alice stated she has already spoken with Marilyn about a specific individual and incidents regarding him. Lisa said she will draft a letter to present to the Board to mail to this individual's parents.

Maintenance: (Leo Horst & Lee Hoodenpyle)

Leo showed a picture of a bike rack that he would like to purchase to replace the very old one we currently have. He said the price in the catalog was approximately \$317 plus S&H and he would like to have it installed by summer. However, the catalog was very old and the price has probably gone up substantially. Lisa made a motion with Carolyn seconding, to budget up to \$450 including S&H in order to purchase the bike rack now. The motion passed. Lee and Leo priced boulders and found the best price at 5cents a pound with a weight of approx 400-500lbs each and they would need 4, one on each side of the island at 209th. Lee asked if we would incur any liability if someone hit the boulders while negotiating the turn, Leo will investigate. Lee also mentioned that the Rec Ctr roof needs to be replaced and the summer pool cover will need to be replaced. He considers that regular maintenance and estimates the cost at less than \$500.

Board Reports

Pool Report (John Weinfurtner) John states he has been doing research on options for identification for the pool and has 3 ideas.

- Hotel key system
- Fingerprint ID ~ very expensive
- Picture ID, anywhere from \$500-\$1000 in cost. The company would write a program for the whole development.

Linda suggested a simple photo in a notebook. Brent states that since we already have Access database on existing computer, that a link be set up to photos that we take with a digital camera. Lisa suggested setting a time to take digital photos, perhaps in conjunction with an already scheduled function at the Rec Ctr. There was much discussion as to why the pool can't open earlier, perhaps Memorial Weekend & maybe Saturdays until the regular opening. The pool is scheduled to open once school is out, approx 6/19. Lee explained that it is very expensive to heat the pool, it takes approx 3 days for it to heat for one days use., basically \$1000 for one days use.

Property Standards (Brent Brewer) Brent spoke with two attorney offices regarding review of the covenants. The first one is out of Vancouver and they charge \$190 hourly rate. The second one is the firm of Vial Fotheringham LLP which is used by CC South. They do offer an Assoc retainer program, attend two board meetings per year, disputes, interpretation etc at a cost of \$551 month or \$6,612 year. They also offer a document review service at three different levels, ranging in price from \$750 -\$3000. Brent passed out information from the firm listing its service and fees for the board to review and discuss further at the next board meeting.

Brent states there is one complaint re property standards and that is a home on Wright St. Two people live in the home and they have 5 cars, with two on the street that rarely move. He states that the son is constantly working on cars other than their own. Brent would like someone to address the situation and walk by the home during the evening hours. He also states that one other person has written a complaint about the same home. Board suggested Brent write a formal written complaint.

RV LOT (Carolyn Patrick) Carolyn reports all dues are paid, so far ok on tags. She has added a couple more names to the waiting list, now up to 18-19. Some folks are trying to reserve a space "in case" they purchase an RV.

Old Business: addresses

Meeting was held with Arbor Homes on Feb 5, regarding the issue of flooding behind the homes on Harmony Ct. Minutes of that meeting were passed out and reviewed. Rich would like to have another meeting with them to measure their progress if any, and will contact them to see if we can meet on 2/26. Specifically, we would like to know if their engineers have completed their analysis and results.

New Business: Security for pool

Agenda for March 11,2004 meeting

- Arbor Homes followup
- Bike Rack
- Discussion to hire attorney for review of covenants
- Begin planning for annual meeting in April

Cross Creek Homeowner's Association
Board Meeting Minutes for March 11,2004

Board Members Present: Rich Redeker, Brent Brewer, Linda Osmon, Carolyn Patrick, Leo Horst, Lisa Klingsporn

Board Members Absent: Zendra Hanft, John Weinfurtner

Staff Members Present: **Alice** Desautel, Lee Hoodenpyle, Marilyn MacIntosh, Pat Mazzocco

Staff Members Absent: Paula Shadrach

President Rich Redeker called the meeting to order at 7:07pm. The February minutes were reviewed, Brent moved and Leo seconded and the minutes were unanimously approved as written.

Homeowners present:

Christa & Brett Buchanan	lot 230	Bill Martin	lot 22
Norm Haner	lot 231	Larry Doppke	lot 105
Nancy Brewer	lot 244	Dustin Pierce	lot 71
Josephine Harris	lot		

Staff Reports

Bookkeeper: (Alice Desautel) Alice distributed the Budget Report & Check Register. Checking acct balance is \$3240.76 & savings is \$11,473.45 with interest of \$3.68. She also reports that four overdue accounts have been paid.

Rec. Ctr.: (Linda Osmon/Lisa Klingsporn) Linda reports that Paula Shadrach has resigned so that paid position will need to be replaced, Pat will put in the Times. Linda states that she has received a number of calls regarding scrap booking class in March as well as the G-sale being planned for June. The person in charge of scrap booking would like to make this a monthly event if there is enough interest and also is putting together a small packet for beginners to purchase if interested.

A Neighborhood Watch presentation has been scheduled for April 6th and Linda has seen interest in starting a neighborhood phone tree. That could be addressed at that time.

Linda has been looking at ranges for the kitchen and new ranges will not fit, modifications would have to be made. Leo suggested a place in Hillsboro that restores ranges, suggested she look there.

Lisa is excited about the summer programs coming up including Hula lessons and a Luau. Tennis and B-ball are being planned, possibility of crafts classes and synchro swimming and meets. Lisa will put together some notes for Pat to put in the Times for a column re Rec Ctr.

Neighborhood Watch: (Marilyn MacIntosh) Marilyn was able to contact the Neighborhood Watch folks and arranged for a presentation to be held at the Rec Ctr on Tues April 6 @7pm. The presentation will last approximately 60-90 minutes and will include how to start a more active Neighborhood Watch program, how to start a phone tree, and how to deal with problems in the neighborhood. Marilyn asked them about block homes, which Linda had brought up in the last meeting, and reports they strongly advised against it due to many liability issues. Marilyn agreed to be in charge of providing refreshments, Lisa made a motion to provide money for refreshments, Linda made the second, motion passed. Marilyn also mentioned that there is a secondary program that could be presented a month later that is more focused on children.

Marilyn said she only received one phone call regarding Neighborhood Watch and that was a gentleman offering to help with the program.

Maintenance: (Leo Horst/Lee Hoodenpyle) Lee & Leo state that they did some research trying to find a local company where they could obtain the bike rack that they want to avoid S&H and were not able to find one. The lowest bid they were able to obtain was for \$492, including S&H and it is galvanized, a good thing. Brent made a new motion to budget up to \$550 for a new bike rack. Leo seconded and the motion was approved. Lee said he spoke with Clean Water Services regarding the water behind the homes on Harmony Ct. They said they have little to do with it. Rich said he spoke with John Weinfurtner about the flooding problems, that he had some ideas about what should be done. Rich has been in further contact with Arbor Homes, scheduled a meeting for 3/18 @ 11:30 at the Arbor Homes offices. All board members invited to attend, but Rich, Leo and Brent will be there as well as Pat to take notes.

Bill Martin and Leo made a copier cover, looks great.

Leo said he checked with insurance, no liability for boulders that were installed. Brent did mention that he received one phone complaint about leaves on the pathways.

Board Reports

Treasurer: (Zendra Hanft) absent

Pool: (John Weinfurtner) absent Lee states that he did order the new summer cover and he would like the next Times to have a notice about needing lifeguards, at least 16 years old, certified, etc.

RV Storage: (Carolyn Patrick) Carolyn said she's checking for current tags on the RV lot. She also mentioned that their fishing boat was filled with water, even after a cover being duct taped on, someone taking off??

Property Standards: (Brent Brewer) Brent said that several violation letters went out this past week.

Brent contacted Cross Creek So, they use attorneys on an hourly basis, cost was approximately \$800 to review CC&R's. Rich states that the CC&R's are in place, ready to take to attorneys – attorneys then review – make suggestions as to what needs to change and whether it would require a vote of homeowners. Brent agreed, ready to go. Leo asked if the state gets involved, Brent said no, not unless there is a lawsuit of some kind. Linda made a motion that we move forward on taking the CC&R's to attorney with a budget of up to \$1000. Carolyn made a second the motion passed unanimously.

Old Business:

Homeowner Comments: Joe (Brett) & Christa Buchanan said they received letter from Property Standards that they were in violation and wanted some clarification. What is a large amount of traffic?? They don't run a business out of their home, why is someone stating that they have one?? What is the evidence, why didn't someone talk with them in person? Brent said that he would ask for evidence from people who are complaining, pictures etc. With this letter, he's just giving notice that he has received complaints. Nancy explained that she used to go door-to-door when she was in charge of property standards and found that while some people are nice many times people would become belligerent. Much more professional to notify violators by mail. Joey Harris agreed, very difficult situation. Norm Haner stated that he was the one who filed the complaint after others in the culdesac complained as well. After much discussion, Rich intervened and said that Brent would work with them.

New Business: April 15 is the annual board meeting, letters need to be sent out to homeowners. Stuffing party planned for 3/18, 7pm @ the Rec Ctr. Lee will get pizza and beverages. Meeting adjourned @ 8:10

CROSS CREEK HOMEOWNER'S ASSOCIATION
ANNUAL MEETING APRIL 15, 2004

Board Members Present: Rich Redeker, Brent Brewer, Carolyn Patrick, Linda Osmon, Zendra Hanft

Board Members Absent: Leo Horst, Lisa Klingsporn

Staff Members Present: Lee Hoodenpyle, Marilyn MacIntosh, Pat Mazzocco

Staff Members Absent: Alice Desautel, Paula Shadrach

The meeting was called to order at 7:35pm. Rich opened the meeting with a welcome and a preview of the evening's meeting announcing that we would be electing new members.

Homeowners present:

Name	Lot Number
Andy & Wanda Vigil	85
Nadine Engstrom	213
Carol O'Connor	(condo)
Callie Sullivan	(condo I 9)
Bill Martin	22
Harold & Carolyn Patrick	61
Gwen Tiemeyer	238
Rich Redeker	40
Zendra Hanft	412
Bud & Alice Bunker	51
Debbie Cantrell	181
Shirley French	153
Chris McFarling	171
Lee Hoodenpyle	98
Laura & Scott Winters	229
Pat Mazzocco	73
Bob & Elinor Schnerch	135
Brent & Nancy Brewer	244
Linda Osmon	105

STAFF REPORTS

Bookkeeper: Alice Desautel (absent)

Maintenance: Lee Hoodenpyle (Leo Horst absent) Lee began with a list of the past years accomplishments & stated they would not have been possible without the volunteers:

- | | |
|-----------------------|----------------------------------------|
| New shed | Big toy by Bermuda Ct |
| New pool drain put in | Asphalt pathways repaired & resurfaced |
| Far bridge reinforced | Repaired furnace for bathrooms |
| Rec Center painted | Cabinet for donated copier |
| New bike rack | |

Lee also emphasized there is much to be done:

- Need new roof in the next 5 years
- Siding will need to be replaced
- Carpeting is five years old & takes a lot of abuse as well as the linoleum so both items need to be replaced
- Winter cover for the swimming pool

Door sills need to be replaced, rotted underneath
Both bridges will need to be replaced in the next 2-3 years
Bark dust needs to be spread this year on the islands and play areas

Lee also put out a plea for volunteers to sign up, it is one way to help keep the costs down. Lee put out a sign up sheet.

Lee also mentioned the mailboxes and the posts will be going bad. People in our development are not buying the locking mailboxes but he strongly advised neighbors to go together and purchase those. It is one way of protecting yourself but also of replacing posts.

Lee also mentioned the mailboxes and the posts will be going bad. People in our development are not buying the locking mailboxes but he strongly advised neighbors to go together and purchase those. It is one way of protecting yourself but also of replacing posts.

Homeowner asked if money was being set aside for all of these needed projects, Can we fundraise? Lee responded that fundraising doesn't go over well in our area. Harold Patrick asked if we are ready for a dues increase, especially since our dues are only \$180 per year only \$20 more per year would give us a substantial increase. If our dues were raised \$20 per year the result would be an increase of \$6200 per year.

Brent explained that we need 75% of all lots need to say yes in order to pass and if a lot decides not to vote that counts as a no vote. Homeowner asked if we thought of scare tactics and Brent stated that in effect that was used as the pool hours were shortened etc

Neighborhood Watch: Marilyn MacIntosh

Marilyn would really like to get the Neighborhood Watch program up and running so that it is a strong entity but she needs help and input from everyone in the neighborhood. Marilyn would like to start a phone tree throughout the development, kind of a lookout for each street so that if there is a problem or a trend developing it would only take a few phone calls for everyone to know about it. We did have a Neighborhood Watch presentation given by Wash Co sheriff's dept but only four people showed up. With summer on the way there will be more kids playing in the street, speeders and we just need more participation in the neighborhood. All residents are encouraged to call Marilyn to report any incidents in their area so she will have a record of what happened. We have a good, safe development and we'd like to keep it that way, this is a way of keeping it safe for all to enjoy.

STATE OF THE BOARD ADDRESS

Before going on with the Board reports Rich would like to take the opportunity to say a few words about the board and staff and work being done.

Alice and Zendra have worked hard to transition over from the old bookkeeping systems and they have done an outstanding job. They have updated old reporting methods and will be integrating more information and projections into their reports.

Linda Osmon and Lisa Klingsporn have done an excellent job planning activities for the Rec Ctr including all age groups, summer activities and fund raising as well. Everything they have planned has come to pass. We now have indoor furniture & patio furniture thanks to them.

Marilyn does a great job with Neighborhood Watch, keeps plugging away taking any reports and then reporting on to the board anything that is going on or needs attention.

Leo and Lee have done a stupendous job with maintenance, with everything that they have done. Leo also took care of insurance and found better insurance for less money saving the association about \$5000.

RV Lot, the job everyone loves to hate but Carolyn is doing an excellent job.

Brent has been working on the CC&R's and has done an excellent job coordinating and bringing it to peak. The CC&R's have been reviewed and sent on to legal for review after so much work by many including Robert Schmitt. Brent has also done a lot of work with property standards getting an active committee with ideas to share and willing to walk the areas.

Rich also mentioned Pat Mazzocco who came back to work for the Board after Nancy Brewer left. Nancy did a great job and deserves thanks and Pat is working hard to keep Rich on track.

Rich can see this association is made up of people who care.

BOARD REPORTS

TREAS: Zendra Hanft gave a report of checking and savings balances and stated she is looking into a money market account, which will give slightly more interest on the savings account. She stated she is also working on a budget for CrossCreek. With Lee & Leo doing an inventory of what is needed will help in budgeting and projecting for the coming year. They are just scratching the surface as far as budgeting.

POOL: Lee gave report in John's absence. Still looking for lifeguards although he has a good start with three already, 2 subs and a new instructor. He will be looking for volunteers probably the first weekend in June to help power wash the pool area and decking. He is concerned with all the new kids in Arbor Homes that they will be trying to use our pool. He reminds us if anyone is new to the area, to let Zendra know so she can update the database with names.

RV STORAGE: Carolyn has a couple of openings & she will be contacting those on the waiting list. All records will be up to date in about a week. Rv area is so small by today's standards. She does get complaints from homeowners that their motor homes will not fit. Reminder that the RV area was geared for the 70's.

PROPERTY STDS: Brent states that the CC&R's, written in 1973, have been his main focus this past year. There have been many revisions over the years and votes etc are all in the new CC&R's. They are complete and have been turned over to an attorney specializing in homeowner association laws. She received a copy of the old CC&R's, bylaws and the new CC&R's to review. This has taken many years work and the board would like to acknowledge Robert Schmitt's efforts as well in getting this started. This is so important because many laws regarding associations have changed and requirements are now different. Such as the FCC ruling regarding satellite dishes and also reserves for HOA property maintenance. Rich inquired about the reserves and Brent said the attorney stated that if the Association owned property, such as the Rec Ctr, they are required to have money in reserve for maintenance. We're excited to have this done and when complete all homeowners will receive a copy.

Property Standards is no longer a staff position, it is now made up of a committee of 12 people covering four different designated areas. No one lives in the designated area, but is assigned to a different area. They meet twice monthly and also give notices of violations to Brent for him to send out letters to violators.

OLD BUSINESS: already addressed

Homeowner Comments: Carol O'Connor is worried about some kids play under their trees on the corner and she does worry about their safety, they shouldn't be there. She talked to them and they left. Carolyn suggested in the future if they are there again, keep the lines of communication open, and kind of maybe talk to them as if a favorite aunt would. Maybe that will keep vandalism at bay. . We want our safety to come first and to live in a good community. Shirley French suggests that we put a statement on the dues billing that we would certainly welcome any monetary contributions to the association. Or even if someone wants to donate to a special project we would welcome it. Rich said we will certainly discuss that and dues in our next meetings.

New Business: Brent announced that there are 6 positions on the Board to be voted in. We will elect people tonight and positions will be determined at the next Board meeting. There are:

Two – three year terms

Two – two year terms

Two – one year terms

These terms are available and Brent states that at the next board meeting we will be reviewing length of service so there will be some continuity. Nominees are:

Leo Horst	Laura Winters
Zendra Hanft	Carolyn Patrick
Rich Redeker	Bill Martin

Dan McFarland made the motion to close nominations with a second by Scott Winters and the nominations were unanimously closed. Elections were conducted by secret ballot and results were as follows:

Elected to three year terms are: Rich Redeker & Leo Horst

Elected to two year terms are: Zendra Hanft & Bill Martin

Elected to one year terms are: Carolyn Patrick & Laura Winters

Door Prizes awarded:

Carol O'Connor Plant	Lee Hoodenpyle	gift cert to Ernestos
Harold Patrick Plant	Brent Brewer	place mats

The board would also like to extend a thank you to Gwen Tiemeyer for her donation of the Ernestos gift certificate, Mary Martin for her donation of the beautifully made placemats and to Century 21 All Professionals for their donations of the Clematis for door prizes.

Meeting adjourned at 9:15

**CROSS CREEK HOMEOWNER'S ASSOCIATION
Board Meeting Minutes for April 8, 2004**

Board Members Present: Rich Redeker, Brent Brewer, Leo Horst, Linda Osmon

Board Members Absent: Zendra Hanft, Lisa Klingsporn, Carolyn Patrick, John Weinfurter

Staff Members Present: Lee, Marilyn, Alice and Pat

Staff Members Absent: Paula Shadrach

President Rich Redeker called the meeting to order at 7:12pm. The March minutes were read, Leo made the motion to accept the minutes as written with Linda making the second. Minutes were approved as written.

Homeowner's present:

NAME	LOT	NAME	LOT
Scott & Laura Winters	229	Elisa Buckley	109
Nancy Brewer	244	Bill Martin	22
Irmgard Lutz	248	Larry Doppke	105
Brandon McReynolds	222	Dennis Jones	218

STAFF REPORTS

BOOKKEEPER: Alice distributed checking & savings balance sheets as well as the budget report and check register. Leo suggested reimbursements be recorded as to what they are for, especially when for a large amount. There are so many times large reimbursements for maintenance, everyone should be able to see what they are for in general categories. Alice can do that, but it will require those turning in receipts to notate what project they are associated with. She also said that one more overdue was paid off by the sale of a home

REC CTR: Linda reports that Elisa Buckle is interested in the Rec Ctr coordinator position being vacated by Paula Shadrach. Linda is also holding off on the purchase of a range because of a possibility she may be able to obtain new cabinetry for the kitchen as well. John Kokinos is a contractor and may be able to get them. The scrap booking class was successful and it we'll keep having it as long as there is enough interest. Potluck was successful, a few more people attended this one so we'll have potlucks through May, then possibly bar-b-que. Elisa asked if the board had ever considered a reader board announcing events at the Rec Ctr. Linda mentioned she had a sign holder and may look into it.

NEIGHBORHOOD WATCH: Marilyn reported that for the Neighborhood Watch presentation by Wash co only four people attended. Julie McCloud gave the presentation, showed different lock and reminded all homeowners to lock homes and garages. The deputies state that we have a good neighborhood, a real low crime rate. Wash Co has several different programs they can present, just depending on what our needs are. Linda said she could make up a list to

present at the annual meeting so we can choose what we want to hear about. Julie McCloud also gave a number for folks to report speeders to, which Pat will post in the Times. The deputies also said, of great importance to everyone, is the fact that so many of the toy guns now look like the real thing. Please be careful what you let your children play with and be aware they do look real.

MAINTENANCE: Leo said the bike rack is ordered so it will be installed by summer. Lee is working on pool covers and plans on uncovering the pool the first weekend of June. Lee also brought up that mailbox posts will have to be replaced, another expense. People are not buying the locking ones.

Arbor Homes: Rich, Bill, Scott, Lee and Keith Allen attended the on site meeting with Arbor Homes and felt they did accomplish something. Arbor Homes recognized that there is a problem and they need to fix it, that it is their responsibility to repair. They have to file a "maintenance program" and get it approved, which can take a few weeks, before they can start anything. Arbor Homes also addressed the homeowner that had to put the sump pump under his home at his expense and that they will have to do a profile of the ground around his home before anything occurs.

One of our homeowners brought up the fact that we can almost just file a lawsuit against the developer. Rich said we would prefer to work within the system first, that would be an expensive last resort.

TREAS: Zendra absent, no report

POOL: John absent, Lee reports everything is fine, he has 3 lifeguards lined up

RV: Carolyn absent, no report

PROP STDS: Brent has taken the CC&R's to the attorney for review and should have a cost by next week. CC&R's are from 1973, new laws are in effect, new requirements, processes etc.

Property Stds committee meeting went very well with a good turnout of 12 people. He zoned the development into four different areas, 3-4 people walk each area. Irmgard asked about cars not being used, not tagged just covered and if there was anything that could be done. Brent said the first thing to be done is to report it. He is not sure if there is a covenant covering this but it is being discussed with the property standard committee.

Brent also mentioned receiving a letter regarding the Christian Life School is planning a meeting for 4/27/04 at 7pm to discuss expanding their school to enroll 350 students. The plan is for K-12 and the project is by LDC Design Group. Pat will put a notice in the Times.

OLD BUSINESS: Linda moved that we hire Elisa Buckley as Rec Ctr Coordinator, paid staff position. Brent seconded, Elisa unanimously voted in.

NEW BUSINESS: Annual meeting, Linda volunteered to take care of door prizes, Board members reminded they will need to make presentations. Refreshments served at 7:00, meeting begins at 7:30pm.

Homeowners: Dennis Jones, lot 218 asked about requirements for fences, Brent replied they can only be 6'tall. If using like materials, you don't need permission.

Brandon McReynolds,lot 222 was asking about putting a bike ramp in his backyard. He and his friend Phil Delisle have built one but Brandon's dad told him they couldn't use it unless they get permission from the Board. Brent said if it is not visible from the street they can use it but advised him he should check to make sure none of the neighbors object.

Leo also wanted to note that the mediator in Hillsboro should be utilized to resolve disputes among neighbors.

Meeting adjourned at 9:07

CROSS CREEK HOMEOWNERS' ASSOCIATION
Board Meeting Minutes for May 13, 2004

Board Members Present: Rich Redeker, Brent Brewer, Laura Winters, Leo Horst, Zendra Hanft, Bill Martin, Carolyn Patrick

Staff Members Present: Elisa Buckley, Lee Hoodenpyle, Marilyn MacIntosh, Alice Desautel, Pat Mazzocco

The monthly meeting was called to order at 7:10pm. The April monthly minutes were read, Leo made a motion to accept the minutes as written with Bill making the second. The minutes were approved as written. The annual meeting 4/15/04 minutes were read with Bill making a motion to accept the minutes as written and Brent making the second. The minutes were approved as written.

STAFF REPORTS

Bookkeeper: Alice read a typed presentation and distributed the budget report, account balances, Cross Creek check register as well as copies of her typed presentation. Rich further explained the reimbursement policy, what it is for and the column for giving explanations. Rich also asked Zendra and Alice to come up with a threshold for reimbursements. Some of our reporting may have to be more formalized in the future. Lee asked why his gas was not reimbursed, Alice said because there was no receipt. Lee will have to have a receipt in the future, for now he can present a handwritten receipt.

Rec.Ctr. Linda Osmon and Elisa Buckley made a presentation of proposed changes to the Rec Ctr including: painting, structural changes to the kitchen, moving furniture and copier, walling off an area for folding chairs and copier and an area for a big screen tv, as well as much more. Their proposal included a \$2000 cost estimate as written using volunteer labor and donated materials. Laura asked questions as to how we fund things in the association, separate funds for separate things?? Brent explained we may have to have reserves set aside legally for property the association owns. Rich suggested that Linda and Elisa have a meeting with Lee and Leo to put in some kind of order priorities on the project to have a better idea of costs and time frame for each project. Linda passed out a sign up sheet for a decorating committee and Rich suggested that Linda coordinate questions, suggestions and proceed with caution.

Neighborhood Watch: Marilyn reports all is quiet, she only had one call regarding a vehicle parked on Rosa Rd. A homeowner present reported that all of their DVD's had been stolen out of their living room, no forced entry. Reminder to all homeowners to keep doors locked, even if they are home or working in their yards.

Maintenance: Leo reports that the new boulders at the 209th entrance keep moving around. Brent suggested rebar surround them at three points would keep trucks from pushing them around. Zendra mentioned that she will be having some bark dust delivered and would like permission to take the extra up to the island and barkdust it for the development. Permission given and appreciated. Lee informed the board that the association tractor died again and the cost of repairs is approx \$600-\$700. He recalls

that we paid \$2000 for the tractor in 2000. The problem is the air cooling system for the transmission and it as been in for repair three times, same problem. He wants to know if we want to trade it in now?? Leo suggested that we shop around and get estimates for another tractor; we need a heavy-duty tractor/mower. We can get quotes in July or Aug.

BOARD REPORTS

POOL: Lee states that the winter cover needs to be removed in preparation for summer. He will need volunteers and 2 power washers to help Mon May 31 @ 9:00 am. He also said he needs the master list from Alice and that the computer needs to be updated with current residents for the lifeguards. Brent will update the computer. Lee states that the pool will open 6/19/04, hours 1pm-9pm and private parties will be on Fri evenings. Lessons will begin the week of 6/28.

RV Lot: Carolyn wants to send letters out to folks on the RV waiting list to get dimensions of their vehicles to see if their RV will fit in the available spaces. Also to remind owners that their dues must be paid in full for the RV to be in the lot.

TREAS: Zendra is concerned with keeping her position as a board member and as treasurer; time constraints and working out of town prevent her from attending all meetings. She proposed an audit committee. Brent counter-proposed that Zendra hold the position of Alternate board member holding the office of Treasurer with a committee. Zendra agreed with the proposal.

Board positions

Pres:	Rich Redeker	Maintenance:	Leo Horst
VP	Laura Winters	Rec Ctr	Linda Osmon
Prop Stds:	Brent Brewer	Alternate:	Zendra Hanft
Pool:	Bill Martin		
RV Lot	Carolyn Patrick		

Next years elections will be for three years positions giving great continuity to the board. Attorney's are looking at current CC&R's, reviewing all covenants and rulings.

Old Business:

Arbor Homes: Rich reports that Arbor Homes Perry has submitted a plan regarding the property behind homes on Harmony Pl. The plan submitted is with "restoration work" with erosion control fabric and seed mix. Trees are to be planted accordingly. Questions:

- Is drainage going to be done?
- Spraying for mosquitoes?
- When will work begin?
- Are they replacing Cross Creek Fence?

Homeowner issued complaint at meeting several months ago, thought a board member was going to write a letter to homeowner on behalf of the board. Is there any progress?? Rich suggested following the path of another situation on Wright St with similar circumstances. Homeowner agreed.

New business:

Rich will bring drafts of job descriptions, position responsibilities so the board can review and make any amendments necessary.

Brent made a couple of proposals to be brought up at the next board meeting that other associations have adopted.

1. no longer using lifeguards at the pool.
2. charging for RV spaces

Progress of money market fund????

Kinder swim time?????

Meeting adjourned at 10:00pm

CROSS CREEK HOMEOWNER'S ASSOCIATION
Board Meeting Minutes for June 10, 2004

Board Members present: Rich, Brent, Leo, Linda, Zendra, Carolyn and Bill
Board Members absent: Laura Winters
Staff Members present: Lee, Alice, Elisa, Marilyn and Pat

The monthly meeting was called to order at 7:13pm. The May minutes were read; Leo made the motion to accept the minutes as written, with Linda making the second. The minutes were unanimously approved as written.

STAFF REPORTS

Bookkeeper: Alice distributed a typed presentation, the CC budget report, and the CC check register itemization along with a sheet of paper with checking and savings balances. Alice then read her typed presentation and stated that three homeowners that were past due have paid in full. Overdue homeowner's were sent letters letting them know that liens would be placed against their property within the next 10 business days. Checking balance is \$1169.39 and savings is \$3323.28.

Rec.Ctr: Linda reports that the "decorating committee" consisting of Linda, Elisa, Linnea Kokinos, Bill Martin, Lee & Leo met on Monday 6/7 to discuss plans to do some remodeling of the Rec Ctr. Elisa distributed a list of priorities and cost estimates for different phases of the remodel. Leo questioned replacing the kitchen cabinets, why not re-face what we have? Linda said that part of their thinking is that sometimes when you purchase cabinets a free sink is included. It was agreed that that phase of the remodel is a long ways away, lets go thru the steps first and discuss that issue when it is time to replace the cabinets, Leo agreed. Linda states also that John Kokinos has agreed to spearhead and coordinate this endeavor. Phases 1,3,4 and 5 were discussed and included:

- Basic and free improvements (remove ballet bar & move mirror)
- Closet door for card table/vacuum closet
- Door to conceal staircase
- Build table and chair storage

Zendra made a motion that phases 1,3,4,5 proceed with a maximum cost of \$400, however allow an additional \$100 more for incidentals. Linda seconded the motion, motion carried with one nay vote by Bill Martin. Phase two is to replace doors rotted jams to the pool with a slider but no cost was given. That needs to be researched before a decision can be made.

Linda states that with the fundraiser BBQ proceeds, she would like to purchase a 6' screen for projection and other special amenities. First BBQ of summer is 6/22. Elisa brought up that a renter was surveying the Rec Center the evening prior to a scheduled rental and found that several (not all) of the tables were missing. The renter was concerned that they would not be returned in time for her party. The tables were not checked out through Elisa, as they should have been, so Elisa did not know where they were or when they would be returned. Several board members were contacted and they were not aware that the tables were rented. She did find the tables at a garage sale and the people returned them. Elisa wants to remind everyone that tables must be checked out through her to avoid this kind of trouble. Linda also had a question about renting out the Rec Ctr during the summer months. Can the Rec Ctr be rented without the use of the pool? She states that there is a group that wants to have a business meeting, will not use the pool, and can they rent it for \$30. The board decided that would not be appropriate, there are too many people who want to rent the whole facility & use the

pool and it is such a limited time. Elisa also asked if they could open rentals to other days of the week, more opportunity to earn some money, the board decided they could not do that.

Neighborhood Watch: Linda mentioned that she heard rumor that shoes hung over utility wires indicate a drug house in the area. Just something to watch for. Marilyn states in her report that she has not received any phone calls. She also brought up that National Night Out is fast approaching and we need to plan now. We need to submit a check now if we want to participate and reserve anyone from the sheriff's office. Linda requested that Marilyn take care of it and we chose to have McGruff, K-9 unit and a motorcycle office present.

Maintenance: Leo began by speaking about the latest tractor repairs totaling \$516.67. He states that a new John Deere, equal to the tractor we have now runs \$2,199. The next level up tractor is \$3,399 & the next step is \$3,699 with a two-year warranty. They will not take our tractor in trade but would sell in on consignment. He is hoping we would get approx \$1200 for the tractor now. Leo thinks we will need to upgrade at least one level, Rich would like even the next level with a two year warranty.

Lee has been looking at replacement linoleum for in the kitchen/dining area since it needs to be replaced. Elisa suggested a wood look laminate since it doesn't scratch and is a floating floor so the old linoleum would not have to be removed. Lee will get estimates on both.

BOARD REPORTS

Pool: Lee reports that he has 3 returning lifeguards and instructor and three subs so we're good to go. He had to drain ½ the pool, that it hasn't been drained in years so there will be an unusually high water bill. The chemicals are all in now and balanced. He would like to remind the Board and Staff that if there are any complaints regarding the lifeguards etc, that they be routed through him to handle. He'll have to be sure the Arbor Homes kids are not coming in. Lee proposed that the returning guards be given a raise to \$9.50 an hour as an incentive and they work approx 30-40 hours in a 7day period. Leo in turn proposed an increase for Lee since he also supervises the guards. Alice brought up the fact that Lee already gets a \$500 bonus for his work at the pool. It was pointed out that this was not a "bonus" but Lee is paid an additional income to administrate the pool, coordinate, hire and supervise the guards as well as maintaining the pool. This practice began maybe 7-8 years ago, per Lee. Lee makes \$10 an hour for maintenance. It was also asked how much Ron makes an hour for maintenance, Lee states he only works during the summer months, 20 hrs per week at \$9 hr. Bookkeeping brought up that he has been posting way more than 20 hrs, that the last four weeks he has claimed 120 hours. Lee will talk with Ron about that, some weeks he does work a lot. Leo proposed a 5% increase for Lee, Zendra amended that to be a 5.5% increase – 50c hourly. Brent amended that proposal to a motion that everyone making \$9 hr raise to \$9.50 and that Lee's salary be increased to \$11 hourly for maintenance. Linda seconded the motion. The motion passed with one dissent, Leo. The raises will be retroactive to 5/26/04.

After some discussion it was decided that the Mom&Tot swim would be reinstated with the new name of Kinder Swim. This will be for children 6&under with a parent only. The time will be 12:30-1:00pm, Mon-Fri and no lifeguard will be available. Leo asked if there was a pool capacity, Lee said county did not have requirements but the pool is rarely crowded anymore. Signup book for lessons will be at the counter for anyone wanting to register, just ask guards. Bill suggested that we have signs that say "for CrossCreek residents only posted at the Rec Ctr and tennis courts. Someone suggested Bill make them.

RV Lot: Carolyn wrote a letter to all who have RV in the lot and also revised the form. Homeowner asked if he could put a utility trailer in the lot, no utility trailers are allowed there. He will need to use his backyard or garage or find some other home for it.

Treas: Zendra asks if there is an appropriate amount for mileage reimbursement??? Federal amount for tax purposes is 37.5 cents per mile. Zendra states Lee is being reimbursed 45 cents per mile and she brought up only because it is in excess of the norm, wants to be sure it is ok to

pay that amount. Board said ok. Zendra said they are really trying to enforce the past due rules. Lot #107 has an issue with dues, when they bought their home the title company told them the dues were current, but they apparently were not. Zendra states the history file in the computer has a bug in it, cannot prove to the title company that they were in error. Zendra made a motion to have homeowner bring current and write off \$180 prior to 2003, contributable to computer glitch. Linda seconded the motion, motion passed unanimously.

Property Stds: Brent spoke with the attorney, still needs proper documents; Washington County book registration number. There is a time consuming problem obtaining documents that old. Brent says two areas of Cross Creek are being well observed for property standards and two are not. Some volunteers are committed, others are not.

Old Business: Arbor Homes; Rich states that he will be following up with Arbor Homes next week. He will be asking the questions that had been listed in the last minutes and see if all the restoration work has begun.

Rich will bring job descriptions to next meeting for review.
Discussion of charging for RV spaces held over until July meeting
Reimbursement policy, threshold for reimbursement??

Meeting adjourned at 9:20

Next meeting July 8.

CROSS CREEK HOMEOWNER'S ASSOCIATION
Board Meeting Minutes for July 8, 2004

Board Members Present: Rich, Leo, Bill, Zendra, Carolyn, Laura and Linda

Board Members Absent: Brent Brewer

Staff Members Present: Alice, Marilyn, and Pat

Staff Members Absent: Lee and Elisa

The monthly meeting was called to order at 7:06pm. The June minutes were read; Leo made a motion to accept the minutes as written, with Bill making the second. The minutes were unanimously approved as written.

STAFF REPORTS

Before beginning with the bookkeepers report, Leo asked a question regarding an address on Wright St. A couple was trying to gain access to the pool and was denied by the lifeguards because their information was not in the computer. Leo would like Alice to confirm the residents were on file. After some discussion and review of the address, we confirmed that address was not in the Association.

Bookkeeper: Alice distributed her written presentation, check register, account balances and the budget report and read her presentation. Leo had a question about insurance since he has been working on that over the last few days. He said we got delinquent letters from the insurance agency, Alice said that is not true, she paid the bills. Leo gave the paperwork showing delinquent to Alice who said that is not correct. Bill brought up that on last month's check register for month ending in May, there is an expenditure for \$300 for a fax/copier/printer/scanner, which did not have board approval, and if she had shopped around there are far less expensive units out there. Alice claims Bill is "talking theatrics", they did shop around and that Rich & Zendra approved the purchase. Rich said he recalls a conversation regarding supplies and wants to know when this discussion took place, Zendra said six months ago. After much heated discussion, and Zendra offering to pay for the machine out of her personal account, Rich said he would stand by the decision to purchase the equipment, that he does recall telling her to make an executive decision. Leo brought up the authorizing issue, how much can staff or board spend, that a staff member should take any purchase to a board member for approval. Zendra brought up a recent carpet cleaning that Lee ordered and did not have any authorization for the \$180 cleaning, (which is a regular maintenance item) Bill made a motion that a staff member be limited to a \$100 expenditure and board members can spend up to \$200 with board member approval, Leo seconded the motion which passed unanimously. Pat questioned the purchase made at the same time for an air cleaner and lense cleaner, that that is a frivolous purchase and homeowner's should not have to pay for her to maintain her personal computer. No other staff member does that. Alice's only comment was that a technician advised her that she should care for her computer with those items.

Pat then brought up that the paychecks are printed "Payroll by Paychex", why is that?? Alice stated that takes the liability off her, that when she started to have to itemize reimbursements, that she decided she didn't want the liability of payroll. Rich asked her who authorized that? Rich recalls that the subject had come up at a previous meeting at Alice's home and he clearly stated that he would not approve it. Alice said that Zendra approved it. Zendra said she absolutely did not approve it and also Rich reiterated he didn't and wouldn't approve it. Alice said she pays for the service out of her own pocket. Rich said the company would not perform this service without a contract, who signed it?? Alice doesn't recall a contract and Rich asked her to go home and get the contract and bring it back to the meeting.

Pat also brought up the supplies that are being reimbursed seem extremely high. Alice doesn't remember what they all are for but that Brent is always asking her to get supplies for him too. Supplies over the last two months have totaled approx \$350 which seems extremely high for one person.

Rec Ctr: Linda reports that the B-B-Q proceeds were split, \$40 to fund for improvements at the Rec Ctr, explaining that the improvements were not maintenance related items but amenities. She also reported, on Elisa's behalf, that several folks refused to pay their registration fees for the G-Sale which paid for the advertising, maps etc. Elisa will not be organizing this event again but Linda said she'll look for someone else. The first Thursday of each month will be a meeting for those people who want to help organize activities and fundraisers for the community. There is still a sign up sheet on the bulletin board for anyone who wants to be involved in planning a remodel of the Rec Ctr or involved in the decorating phase. Linda reports she has a volunteer contractor (soon to be licensed) and Linda reviewed the approved phases for homeowners present at the meeting. National night out is coming up on Aug 3, Linda asked Zendra if she had checked on closing Harmony Ct for that evening. Zendra is out of town so often, she cannot do that. Linda asked Marilyn to check into it and also mentioned perhaps then they would organize something at the Rec Ctr, depending on what she found out. Zendra also brought up that she had had a conversation with the lifeguards regarding the proposed physical changes at the Rec Ctr and they are opposed because they will not be able to see all of the kids. Zendra proposed repositioning the mirror that looks over the downstairs before any changes are made. Linda agreed.

Neighborhood Watch: Marilyn deferred to Bill Martin who reported the bridge behind the Rec Ctr was damaged. A homeowner took pictures of the kids as they were vandalizing the bridge so we do have pictures of who was responsible. Rich asked who takes the responsibility for costs of the repairs, and what are the legal options. Jim Mazzocco said to take it to the parents and they can submit it to their homeowner's insurance, they are liable for damage their kids cause. Linda agreed. The homeowner who took the pics certainly did the responsible thing and more homeowners should take the same kind of action.

Leo also brought up the subject of aerial fireworks being shot off in our neighborhood, that he found residue on his roof. No one reported illegal fireworks that he knew of and feels they should have been reported. He did request that next year a notice be put in the Times that aerial fireworks are illegal in Oregon. Rich stated that a vandalism policy would be addressed as a board policy at the next meeting.

Mail theft has been increasing in our area as well. CrossCreek Dr, Rosa Rd and Newcastle have been hit lately. The sheriff's office has been pointing out that locking mailboxes are the way to go. A board member reports that her husband was assaulted in their own front yard when he caught some people in the act of vandalism. Linda caught some TP follies, also they had eggs with them ,so she called police These were not the same kids that we have trouble all the time with . She states that there are the kids who are always causing problems, same kids all the time, one boy even set himself on fire in front of kids and has even threatened rape. Rich suggested Brent speak with the attorneys regarding this kind of activity when he calls them regarding the CC&R's.

Maintenance: The rock on the island at 209th still needs to be moved back into place. There is a problem at the Big Toy in the Bermuda Ct area. Someone broke glass in the bark dust so the bark dust will need to be removed in order to get the glass out. A homeowner also reported that the bark dust is bug infested. It was suggested that a blurb be put in the Times not to take glass or even b-b-q utensils to the big toy areas.

Pool: Bill said everything ok so far, no problems have been reported to him. There are a couple of kids who are always in trouble but that seems to be the norm. The issue of offenses was brought up, at what point are the kids kicked out of the pool, or even the parents contacted? Lifeguards were present and they explained the offenses varied but first offense results in being excluded for one full day, second offense is two days and third offense is ten days. Homeowner Jason suggested that after that the parents be required to appear at the next regularly scheduled board meeting to explain why their child should be permitted to return to use the pool/rec center, or they will not come back next year. Leo reminded the board that Lee wants everything to go through him regarding the pool. Pat said Lee doesn't want board and staff going in and

addressing problems or telling the guards what to do. Rich suggested that we table the discussion until the next board meeting when Lee is present. HO Jason suggested checking with Lee later, a decision needs to be made now. Rich then suggested that a policy be passed for one month, that we can retract if necessary. Bill made the motion that after the third and subsequent offense parents be contacted and must make an appearance before the board explaining why their child should be allowed to use the Rec ctr/pool or they will not be allowed to use the facility next year. Laura seconded the motion, which passed unanimously.

RV Lot: Carolyn reports she will have a list of all RV slots next meeting.

TREAS: Alice returned with the receipts for the purchases she made as well as a piece of paper explaining the cost of Payroll by Paychex. She has a proposal of service for 30 days for Payroll by Paychex for \$75.15, which includes all payroll and tax deposits. Rich wants to know how to stop the service, Alice says all she has to do is to call them to discontinue.

Prop Stds: Brent absent. Zendra said she put in a request for property improvement which as yet has not been approved and she does have the work scheduled. When asked what the project is she stated that she is changing the material in a pathway. Rich gave verbal approval since she is just changing the material in a pathway. Laura said she received one phone call about a fence that was falling down. Laura left a message at Brent's home. Linda brought up the area at 203rd & Rosa Rd where the trees were removed, just leaving stumps. Something needs to be done with that since it is such a detractor of the neighborhood. Leo will have Lee put stump rot on the stumps since the homeowner has not yet done anything.

Old Business:

Arbor Homes: Rich, Leo and Lee met with Arbor Homes on 6/18 at their office. Not much started yet but they will be doing everything they committed to. They will be installing a 6' fence and they have been cutting down the blackberry bushes. It is being reported that the blackberry brambles are down and drying out, a fire hazard. Rich will call them about that. It also was ¹reported that some homeowners are throwing their lawn waste over their fences on that area, so that will need to be addressed

Rich will bring job descriptions to the next board meeting and procedures also need to be implemented.

New Business: We have 36 spaces in the RV lot, what about renting out the spaces? Rich brought up pros; revenues. Laura brought up that we need to address raising dues. Also, the possibility of starting a reserve fund when the new CC&R's are reviewed.

Homeowner dues are currently due June 1 and past due Aug 1. It is suggested that billing be sent out April 15 and past due on June 1. Homeowner's cannot use the facilities if past due. There are currently homeowners who are using the facility because they are current with the way billing is set up at the moment. Current by-laws say Nov 1st as the delinquent date so that will need to be addressed by the attorney. The Board would like the new rules to be effective beginning in 2005.

Rich would like to change the bookkeeping system from Peachtree to Quickbooks Pro. Zendra and Alice said the Peachtree support is \$299 a year. Nancy Brewer and Alice worked with Peachtree support to work out the bugs and Alice said no "synchronization test" was ever done. Rich asked Alice if she was satisfied that the problems are now resolved. Alice said she is, that she can do payroll using Peachtree and they want to stick with Peachtree for now.

Rich made it distinctly clear that he is not happy with the current circumstances regarding Payroll by Paychex and wants something in writing showing him that the service has stopped. He also

polled all board and staff members that no contracts are to be signed without Board approval. All agreed.

Homeowner comments:

Vivian Sartor and Jim Mazzocco stated that a bookkeeper should never sign the checks. Only two other board members should be signing.

Jason, lot 57: How can people use the swimming pool if dues are not paid from last year but they are not listed as past due because they only have to be paid by Aug 1??

For discussion:

GET THE CCHO BUSINESS CLEARED UP – HAVE 2 BOARD MEMBERS GET THE MAIL, CHECK THE BANK STATEMENTS, CHECK THE A/P, CHECK THE A/R, REVIEW ALL INCOMING MAIL, FOR 2-4 MONTHS.

CHANGE FROM PEACH TREE – PROBLEMS FROM THE BEGINNING, GET QB PRO. AND SET IT UP FROM 01/01/04.

SET UP A CCHO COMPUTER.

HAVE BOARD MEMBERS SPOT CHECK ALL MAIL FROM TIME TO TIME.

Rental of RV spaces??

Vandalism policy to be created??

Have action items listed at every meeting.

Alice is to bring proof of Payroll by Paychex cancellation.

Rich is to bring job descriptions for review

Cross Creek Homeowner's Association
Board Meeting Minutes of Aug 12, 2004

Board Members Present: Rich, Laura, Brent, Bill, Leo, Linda & Carolyn
Board Members Absent: Zendra
Staff Members Present: Lee, Marilyn, Pat
Staff Members Absent: Alice and Elisa

The meeting was called to order at 7:10. The minutes were read with one minor amendment being needed, that of the location of the Big Toy that needed bark dust replacement. The Big Toy was located behind Bermuda Ct, correction was made & minutes posted to the web site. Minutes unanimously approved, with Leo making the first and Bill Martin the second.

Rich began the meeting by presenting a statement/agenda stating the following:

- Basic CCHOA issues being addressed
 - Legal issues – registering the CC&R updates
 - Dealing with CCHOA asset replacement funding requirements
- Arbor Homes Issues
- Safety/security issues due to the changing society we live in
- Position descriptions/procedures
- Possible annual dues increase

He also said he has had several conversations with Zendra regarding the bookkeeping and treasurer positions. Things will be done the way the Board and Homeowner's Association need for them to be done. Both Alice and Zendra were absent at this meeting, Alice due to medical reasons and Zendra had another commitment.

Rich also said he had received an e-mail letter from a homeowner regarding the last board meeting which he appreciated. He would like the letter to be part of these minutes so everyone knows the homeowner comments and concerns. He has the consent of the homeowner, Vivian Sartor and the letter follows:

----- Original Message -----

From: [VIVIAN SARTOR](mailto:VIVIAN_SARTOR)
To: President@CrossCreekHOA.org
Sent: Tuesday, July 27, 2004 5:28 PM
Subject: Cross Creek HOA Meeting

I am a Cross Creek Resident (Lot # 2) and I attended the association meeting for July.

I was very upset with the manner of spending that is going on with regard to office supplies and equipment. The receipts for office supplies in a two month period were far too high.

I felt the bookkeeper and treasurer were very unprofessional at the meeting. If they were asked a questions they were both very defensive and never really answered a question. The treasurer was so defensive she always brought up something regarding maintenance rather than answering the question directed at her.

The association board are stewards of the Cross Creek Homeowners Association funds. These are not funds to help buy the bookkeeper a new fax/printer/ etc. There is no way on earth that doing the Cross Creek HO bookkeeping wore out Alice's equipment as Zendra stated during the meeting.

I run a home business with hundreds of invoices every month. I have been using the same equipment for the last 5 years. It is naïve of her to say that doing the work of Cross Creek has ruined her equipment. It appears a way of her getting new equipment at the expense of our HO Association, and As a dues paying member I resent it.

Several suggestions were offered from the homeowners in attendance and Zendra did not even have the courtesy to look at the people- Board Meetings are open to all HO members - All the other board members looked at the membership- She was very rude. She has her own agenda and was not at all responsive to suggestions.

I feel the information that was given out at the meeting regarding spending should call for an immediate review of those two positions. It is not good stewardship of our funds.

I have worked with paycheck and they charge for everything. If she gave them access to the checking account - they probably are automatically charging the association bank account
- this should be reviewed by someone other than the treasurer or bookkeeper.
The checks from paycheck required two signatures - who were the two signers on these checks?

Also - Only board members should be signer on the checks. The person who writes the checks should never be a signer. You want protection of our account-then use some safeguards to provide it. It is better to take a day or two to get two signatures than to have this type of situation.

Alice did not come prepared for presenting the information at the meeting. The letter she wrote was inappropriate for a bookkeeper. She duplicated her presentation. She needs to do a balance sheet and present her ledger. She should have all the backup information with her and it should be filed at the HO location. (What if something would happen to her, how would the association get all their information?)

As President you are the one person who should be looking out for the Homeowner. You should be reviewing all of these things and not saying -well if I told you that OK. If it was in error - than it should be changed.

Also in response to using Peachtree. If these are the only two people who know how to use it - you should ask the board to change to Quicken. It should not be the decision of the bookkeeper and treasurer. Others need to be able to use it if necessary. Peachtree is for big corporation. It is really not the appropriate program for this small HO association.

I have talked with many other homeowners and they are also upset. This should be reviewed.

It took me awhile to put my thoughts together but I hope you will consider the things I have said.

Vivian Sartor
viviansartor@verizon.net

Rich went on to say that the board is facing some very "aggressive issues" and it is time to handle them.

Rec Ctr. Linda reports that the National Night Out in conjunction with the Bar-B-Que had a great turnout. They had a motorcycle unit there as well as a K-9 unit from the sheriff's office. Beginning in Sept the potluck dinners will return. Linda would like to have a Harvest Party on Oct 30, more details will be available as the date gets closer. The second Wednesday of the month brown bag games day will resume. The last Thursday evening of the month will be for Bunco and Linnea Kokinos phone will be on the calendar.

Neighborhood Watch: Marilyn reports that National Night Out was a great success, the kids all had a lot of fun. Marilyn said the officers are willing to come out any time. No calls this month, no reports of any vandalism.

Maintenance: Leo states that he approved Lee replacing four mailbox stanchions which will be over the \$200 limit for board members to approve. Leo acknowledges he went over the limit but said with Lee starting to substitute teach again in the next few weeks, he felt he needed to start replacing them right away. Leo did not follow the emergency procedure that was agreed upon at the last meeting and contact fellow board members. Bill also said he should have gotten approval first. There was a discussion pertaining to whether the stanchions are property of the homeowner's association or if the homeowners are responsible for replacing them. Laura said she thought this had come up before, but it regarded the boxes only, not the stanchions. Lee clarified the previous discussion of last year, was a reimbursement of \$100 toward the cost of a locking mailbox, not the stanchions. Leo said it was his understanding that the stanchions were CrossCreek responsibility. Forty some stanchions would need to be replaced. Leo states he complied with the stanchions policy, just not the money issue. The Board agreed that the stanchions are the responsibility of the association and replacing the structures will need to be paid by the association. Bill made the motion to start replacing the stanchions and Laura made the second. The expenditure was approved with one dissenting vote.

Leo brought up that someone asked him sometime ago what the association does with the dues and he felt he didn't give a very good answer. He states that the check register reimbursement sheets show a lot. Replacing stanchions, spraying, pick up of garbage, mowing. He asked Lee in turn to detail what he and Ron do on their timesheets in case a homeowner questions what maintenance does. Another issue is mileage, he states that there is justification for how much mileage is paid to Lee, 47 cents per mile. Does anyone want to rent out their truck to the association???

Repairs need to be done on the bridge behind the Rec Ctr, the railing was knocked off, but the beams are also rotten. The Big Toy on Cross Creek Dr is also in disrepair. It can be patched but should be replaced. Leo said they went to a place that has big toys but they do not look sturdy and they are not anchored. Vivian Sartor mentioned that she takes her grandchildren to that Big Toy and she would like to see it replaced, that it is not safe or even clean anymore. Leo said he and Lee estimate \$597 for bridge replacement and possibly \$700 to replace the Big Toy. Usually if hiring a contractor the cost is 2 times the cost of the materials. But Leo also feels it is really hard to get volunteers to work on these projects. The question was asked if we have the money to spend on these projects?? Brent said yes, Alice's figures show we have \$29,000, Rich said yes and Lee said if we have volunteers to help. Laura asked about the safety level, is either one going to fall?

Rich also pointed out that when the CC&R go into effect and have to put money aside for reserves, we may not have the money to replace the items. We should have it on record that the replacements need to be made.

Bridge: Linda made a motion to set aside \$700 to replace the bridge this fall and to reserve \$700 to replace the Cross Creek Big Toy next spring (2005) Bill Martin seconded the motion, which passed with one dissenting vote.

POOL: Bill deferred to Lee. Lee said he has someone who will teach a class of synchronized swimming but there will be a minimum of 4 girls. It is too late to go into the Times, it could be put on the website but Lee will just post the info at the pool. The cost will be \$30 per girl and the times will be 11am till noon. The board approved. Lee also said there is a group who is interested in putting on a demonstration of synchronized swimming during adult swim. He thinks the dates are Aug 24-26 from 7-8pm. Laura said her only concern would be that is during adult swim, Lee commented there usually aren't any adults there. He still is not sure about it, will post it if the women still want to demonstrate.

Lee reports that someone was kicked out of the pool, the parent wants to know where in the covenants it states that we have three strikes and you are out. She wants proof that the board has the authority. In the by-laws it states that the board has the authority to make the rules.

Leo brought up the remodeling and the guards objections to the mirrors being moved because they can't see the inside activities. Leo and Lee think a decision needs to be made tonight regarding where to move the mirror to while the guards are still here and can help decide placement. Lee went on record stating he is totally again moving the current lifeguard desk.

RV Lot: Carolyn states there are four spots currently empty. She has four homeowners taking a look to see if their RV fits. Brent suggests that in the future if homeowners do not respond to Carolyn's letters regarding spots, vehicles, tags etc, that she send one more letter evicting them in 30 days.

Prop Stds: At this point, Brent hasn't gotten much back from the attorneys. He said it sounds like they are making progress though. He states we do not have any record of votes taken prior to 2001. Brent states he has searched through documentation upstairs, no record of votes on increase of dues and he needs records as proof. Brent would like to initiate a new form for every time a vote is taken, changing or amending by-laws or CC&R's, all details for future use. If there are any legal issues, we have proof or verification.

Brent needs the past due list to get the computer up to date and will need Alice to help with this.

Brent also states that he is not receiving mail destined for Prop Stds, where is it going?? Rich answered that there are now 2 keys to the mail drop box, one will go to Zendra and one to Brent. That will be the new procedure. Rich also asked Lee how many keys are out? Lee said after he gets the keys back from the early bird swimmers, he will change the locks.

Lot 412, recently painted was brought up for discussion. Leo and Linda said they approved the color change after the last board meeting. Zendra came back after the board meeting, said she had submitted the approval form but it had not yet been approved. So Leo and Linda signed off on it. Homeowners questioned how it happened that way, when at the board meeting she had only asked for approval of the change of material in her pathway. Brent went on record stating the color was denied to other homeowners before and also that the request was not submitted to him. The only form from Zendra was for the change of material in her pathway.

When asked for the form later, per Linda, she said she didn't have it. There are also folks on 203rd that are doing concrete work without approval. Brent said he sent them a letter.

Brent said he will discontinue the twice monthly Prop Stds meetings and will change them to once per month with all homeowners being invited to attend. The purpose is to start bringing in covenants for votes.

Prop Stds re RV Lot: The RV lot is a "perk" for homeowners, reserved for exclusive use of homeowners. There is nothing that prevents us from charging rent for RV spaces. \$10 per month yields \$4000 per year for the association. Rich asked if damages occurred, are we liable if we rent out the space? Brent said no and he and Carolyn can draw up an agreement and also that specific due dates would have to be decided. How would you remove property if dues were not paid? Per Lee it has to be posted in three obvious places per the county.

Carolyn asked if another letter was being sent to lot 63. Brent is not sure at the moment, will have to check his list of letters. Linda asked in general if the letter is sent to the homeowner or the renter, Brent said sent to both.

Old Business: Linda brought up that on the financial sheet that Alice produces, the money was not being reported accurately, that they haven't spent any money yet it is showing reduced. Brent explained that it is a financial report, not a budget so the numbers are not going to show in the manner she expected. Rich said he spoke with Zendra, they are on the same page. If there are problems, please go directly to Zendra, not to Alice.

Arbor Homes: Rich spoke with Terry at Arbor Homes and was told that they cleaned up, trenched. Bill states not really tied in yet and the fence is not yet up. Leo says not satisfactory yet, will continue watching. Lee said half of the new trees are dead, that they are not being watered. Lee said Terry had said they would leave sprinklers on for the next year.

Rich brought up that he was to have brought job descriptions for everyone. He asked instead for everyone to list the top ten most important things they do and turn it in to him. He would then add it to the drafts he already has, that we also need to get procedures into place.

New Business: We need to address raising dues. Starting a committee to research an approach, how to budget and how to campaign. Need to have a non-board member to be a chairperson. Marilyn stated she agreed we need to raise the dues but consider the RV people, if you charge them for their space, they will come back and say why should I pay for dues. Carolyn & Marilyn suggest raising the dues first and then consider renting the RV spaces. Nancy Brewer volunteered to chair the committee and Harold Patrick and Scott Winters volunteered to be on the committee. The committee will be charged with figuring out how much it costs to run the association, when will we have to start saving for reserves etc.

Homeowner comments: Nancy Brewer commented in response to Leo's question from a homeowner about where our dues go, in that that could be accommodated on the CC website, and that she would like to see the budget posted to the website. Vivian Sartor said the ledger should not be shown to everyone but that everyone should be able to see where the major expenses fall on a budget report. Also that a budget report should also always be at the Rec Ctr.

Meeting adjourned at 9:30pm

Cross Creek Homeowner's Association Board Meeting Minutes for Sept. 9, 2004

Board Members Present: Rich, Laura, Brent, Leo, Bill, Linda and Carolyn

Board Members Absent: Zendra Hanft

Staff Members Present: Marilyn, Elisa, Alice and Pat

Staff Members Absent: Lee

The regular monthly meeting was called to order at 7:08pm. Rich established that a quorum was present to make any votes. The minutes of the last meeting, Aug 12, were read. Brent made a motion to accept the minutes as presented, Leo made the second and the minutes were unanimously approved.

Rich began the meeting by saying many issues are being addressed and we are still working on those issues.

Bookkeeper: Alice stated what the checking and savings balances are: Savings balance is \$3321.26 and checking balance is \$30,819.26 with interest of \$.84 Check register statements were available at the front desk. Elisa asked if any thought has ever been given to using an interest bearing account. The answer was that a money market fund had been suggested but as far as interest bearing accounts, it was felt that the accounts used were better.

Alice read a statement to the board & staff giving her resignation. Alice said she had received minimal training; the job was more time consuming than she thought it would be and she felt she should have had a raise because of the time involved. She also felt that she didn't complain about the work she had to do and that she didn't ask for any mileage for any errands she did. Alice said she thought she was treated unfairly, faulted for no rules and that no rules had been given to her. She felt under attack by the Times editor & secretary in the last minutes. Alice did complain that she never received any praise for her work done. She asked the board & staff to stop their "witch hunt" & malicious attack.

Leo asked to discuss an issue of checks. He said he recently received a complaint of a check not being cashed for dues, had she deposited all checks. Alice said all checks were deposited. Leo offered an apology if he had ever offended her with any of his questions regarding bookkeeping.

Rich asked for a motion to accept her resignation; Laura made a motion and Leo made the second to accept the resignation of Alice Desautel as CrossCreek Bookkeeper. The motion passed unanimously. Rich thanked Alice for her efforts of the past year.

Treasurer: Zendra Hanft sent a letter of resignation, effective immediately. She also made the request to have her name removed from the Times and website immediately. Bill made the motion to accept the resignation of Zendra Hanft as Cross Creek Treasurer and Laura made the second. The vote passed unanimously. Rich thanked Zendra for her efforts.

Rich asked the board if the Times should have minutes of the board meetings in it, is that the process? Consensus was that the meat of the minutes needs to be in the Times. Years ago there was just a brief synopsis of the minutes but it was decided that homeowners need to be more aware of what the Board is doing. Elisa suggested perhaps more brief, perhaps bulleted minutes. However, it was agreed, the meat of the minutes still needs to be in the Times. Rich then suggested we continue with the regular reports.

Rec Ctr. Elisa gave a review of the activities and fundraiser groups. Elisa presented a list of activities they have been working on, including a Harvest Party (actually more of a fair) in October and a bazaar in November as we have had in the past. Another idea is called a "one-Stop-Shop" giving shoppers an opportunity to check out various products usually only available at home shows. They are hoping to showcase such companies as Creative Memories, and Pampered Chef. All the money raised will go to Rec Ctr amenities, something strictly benefiting

homeowners. There are other ideas under discussion but Leo agreed to check out the liability issue regarding insurance before we go any further.

Elisa asked about linoleum and carpet expenditures for the remodel project that they presented some months ago. Now that the Rec Ctr is closed for the summer and there are no rentals for September they would like to move forward and get the project done. Leo brought up other expenses, money is needed right now for the bridge replacement and they need volunteers for that. Linda suggested we have a service directory in the future so we know who has what talents. She and Elisa gave estimates as \$1500 for carpeting (downstairs only) and \$350 for laminate for the kitchen area (uninstalled).

They will need volunteers to work on the project, John Kokinos will supervise. Rich said if the money is available and coordination between maintenance and the group, its ok with him. Bill Martin felt he would like to see a budget to the end of the fiscal year before any monetary decisions were made regarding a remodel. Leo asked if there would be any expectations of Lee since he is a paid employee. Linda said no, absolutely none unless he wants to volunteer. HO Skip Haner volunteered that the carpeting price is a really good price.

Rich asked Linda if the money would be from the general fund or the fundraising fund? Linda said the general fund, that the extras would be from the fundraising efforts. Rich felt that if we want to do this project, it really needs to be from fundraising funds at the moment, in light of everything else. Leo also expressed that we might be rushing into the remodel due to the possibility of needing reserves, commitments already made as well as the need to prioritize. Rich said his feeling is to put it on the back burner for now. Leo would like to table the discussion until next month. Linda wants to know if they can continue using the \$400 already approved, but use it for the kitchen instead. Brent said we would have to nullify the old motion & approval and present a new motion. But they can start what has already been approved. Linda said she would like to give a special thanks to Christa Short for fundraising ideas and support.

Neighborhood Watch: Marilyn said she hadn't received any phone calls recently, it's been quiet. She reminded everyone school is now in session; remember school zones have changed speed limits in many areas. A homeowner present mentioned that someone did siphon gas out of his truck some time ago. Also a reminder to all from another homeowner, even electric scooters are not allowed on the pathways, kids continue to use them there. Everyone needs to be aware of their surroundings so someone being careless doesn't hit them.

Maintenance: Leo reports the pool will be covered when Lee returns from vacation. We will need volunteers for that but more importantly for the bridge replacement. A date for that will have to be decided by Lee.

Pool: The pool is closed for the year. Bill reviewed the logs for the summer and determined that approximately 25% of residents used the pool at least once this summer. (at a cost of \$13,000)

RV Lot: Carolyn reports there are 14 names on the waiting list for a space. There are four spaces available however it seems that all of the vehicles are too large for the spaces. Homeowner asked about the cost overall to all homeowners to maintain this RV area. Carolyn and other board members said really none. It's not like the pool which requires a lot.

Prop Stds: Brent reports that he spoke with the attorney working on the CC&R's. He was informed that the developer had filed the CC&R's four times, once for each phase instead of incorporating all phases. All votes since 1974 have to be incorporated as well, kind of starting all over. The attorneys estimate the cost of \$3000 to completely redo all the covenants. Brent said he also asked for a written estimate and what it encompasses. This would be a complete filing of the covenants, includes all new state regulations that have occurred over the years. This would not include the by-laws. By-laws have never been filed and the attorney says they also will need to be done. State changes need to be reviewed every single year.

Laura stated she thinks we need to get the project done. Rich would like to see this come to fruition, especially since this was worked on for so long and started by other boards in previous years. Leo voiced that he would like to get the opinion and feelings of the condo board

members first. Brent stated that is really not necessary, they use our pools, pathways etc. They do have their own covenants but they still must follow ours. Brent gave the analogy of a city still must follow the state laws.

Laura made the motion to go from \$1000, original amount to have attorneys just take a look at, to \$3000 in legal fees to bring the covenants completely up to date. Carolyn made the second and the motion passed unanimously.

Brent said he has received more complaints of auto repair being run on Wright St, lot 230. They have had a pickup with no engine, another vehicle, and a limo in the driveway being worked on, just numerous vehicles being worked on. Homeowner Skip said that Lot 234 approached the couple and the male homeowner told him that the Board is trying to ruin his auto repair business. Wanda Vigil suggested calling the county. Brent would like to see the Board have Prop Stds send him another letter and have him come to the board to explain what he is doing. Skip Haner said that there is a lot going on at that house; there is garbage thrown on the driveway, there has been auto oil in a pan on the driveway for months. Homeowner said he is afraid they are attracting rats, which he has already seen in his garage. Rich told Brent to send him another letter and asked about the fine policy. Brent said fines start 30 days after the first notice. Rich said send him another letter and start fining him.

Old Business:

Arbor Homes: Rich tentatively scheduled a meeting with Terry on Wed 9/15 at 9:00am, meeting in front of the Rec Ctr. They will then go over and view the site, see what has been done and what has not so they both are clear about what is needed. Bill asked why isn't the area tied into the drainage system yet? Leo is disappointed that they have not yet built the fence, rainy season will be here soon. Leo and Bill will try to be at the meeting with Rich.

New Business:

We will need a new bookkeeper and an alternate to serve on the board with positions held to be determined later. We now have no alternate. Pat will put that in the Times. Rich would like a committee to help with bookkeeping at the moment and he will be looking for a volunteer bookkeeper for the short term interim. Rich asked Nancy to be on the committee, no one else volunteered. Leo suggested that Rich contact Susan Soto to see if she could help out while we are searching for a new bookkeeper. Rich said he will give her a call.

Items to put in Times:

Need for a volunteer to serve on the Board as an alternate

Need for a bookkeeper

Volunteers to help Lee replace a bridge (will need date from Lee)

Need volunteers to serve on the committee to research raising dues

Volunteers for fundraising efforts

Trim trees for leaf pick-up.

The Board accepted the resignations of Zendra Hanft and Alice Desautel and would like to thank them for their efforts of the past year.

Meeting adjourned at 9:10pm

CROSS CREEK HOMEOWNER'S ASSOCIATION Board Meeting Minutes for Oct 14, 2004

Board Members Present: Rich, Laura, Brent, Leo, Linda, Bill and Carolyn

Staff Members Present: Elisa, Lee, Nancy, Marilyn and Pat

The regular monthly meeting was called to order at 7:05pm. The minutes of the last meeting, Sept 9th were read. Linda made a motion to accept the minutes as written, Brent made the second and the minutes were unanimously approved.

Bookkeeper: Rich gave the transitional report of the bookkeeping. All materials have been returned except for the multi-use machine. The association will purchase a printer for Alice and then expect the multi-use machine to be returned.

Discussion followed regarding payment to Nancy Brewer for her service as interim bookkeeper. Susan Soto, previous CC bookkeeper, suggested paying her the regular bookkeeper salary but Rich would like to suggest more since there is so much more work to do, such as bank reconciliation for the past year. Rich would like the books to be set up correctly so the new bookkeeper can start fresh. After much discussion about how the bookkeeper is paid during different seasons, and discussion of hourly pay and professional pay Laura made a motion to pay \$25 hourly with Bill making a second. The motion passed unanimously. The interim bookkeeper will keep a record of how many hours she is working using a time sheet and will be paid at a professional rate of \$25 per hour. Her services include reconciliation of the checkbook, updating and transferring from Peachtree to Quick books.

Per Nancy checking balance is \$28,260.90 and savings is \$3,012.96. One homeowner has declared bankruptcy, CC dues to be paid and two NSF checks were received, one from a rental and one from a HO who stated that it was because their check was held by the bookkeeper for so long.

Christa Short, a CC homeowner has volunteered serve on the board. We have the need to fill an alternate position. The position expires April 2005. Brent made a motion to accept Christa Short as the alternate board member with Linda making the second. Motion passed unanimously. Welcome Christa!

Rec Ctr: Elisa reports that both bazaars for the weekend of 11/6-11/7 are filled with vendors. She will need help on Thurs afternoon/Fri morning setting up the tables. Parents Nite Out that was suggested has lots of interest and the second weekend of Nov the Rec Ctr is rented out for another bazaar. They have requested that they have the Rec Ctr for set up on Thurs but the HOA meeting is Thurs evening. How can this be accommodated?? Lisa Klingsporn is in charge of the bazaar; Rich suggested they just leave room in the middle for our meeting.

Linda read her report listing all of their accomplishments in remodeling the Rec Ctr. Bill stated his objection, that all of the work was not approved. Carolyn said she trusts Linda and all she had done. Rich stated that he had come down to the Rec Ctr, saw the work and said he thought phase one was approved and gave the go ahead, looks good. Brent went on record, with dates, that the whole plan was not approved, but phase one was approved along with phases 3,4,5. There was disapproval of kitchen pass-through being covered, mirrors and the big desk being removed was a major concern all along.

Rich said as president, he will not approve any CC money being approved to take things down. However, Leo & Bill were correct, not approved. Leo went on record stating that he doesn't like the fact the large desk was taken away when there was discussion surrounding it. Bill want to notate that an individual board member cannot make his or her own decisions about what to do with CC property. Brent also went on record to state that he doesn't approve that improvements were made without approval, but does appreciate work being done. Marilyn also made reference to the minutes; she thought the project was on hold for awhile.

Elisa thought that on a verbal basis, that everyone liked the plans. Linda wants to know, needs to know, should they continue what they started?? She has donated all items that required expense thus far and would donate the rest of the items as well.

Brent suggested that the board lists phases for clarification.

Laura said the point is missing, all of the effort that has been put into the project. The parties need recognition, lets approve the phases and move forward. Rich requested that Brent coordinate the phases. Brent would like to address the phases and add specific items that have not been listed. These phases are meant to coordinate structural phases and define what has structurally been approved by the Board of Directors of Cross Creek. These are not monetary issues, only structural approvals for work in the future. If all phases are numbered and defined, then there should be no more confusion as to what phase means what.

Brent made a motion to vote on all phases, Linda seconded.

PHASES	DESCRIPTIONS	DECISION BY BOARD VOTE
Phase two	Replace patio doors, to pool, with vinyl sliders (& other sliders if money)	Passed unanimously
Phase three	completed	
Phase four	Deleted	
Phase five	Table ~ completed	
Phase six	Kitchen phase a. replace stove b. replace cabinets c. counter-tops with tile d. false wall (done) e. microwave above range f. sink & faucet	All kitchen improvements passed, not unanimously
Phase seven	Remove desk (done)	
Phase eight	Paint a. botany beige, primary color (donated) b. accent walls, red (ie coat rack wall etc) roasted pepper popular	Passed, not unanimously
Phase nine	Replace linoleum w/wood laminate	Passed unanimously
Phase ten	Replace carpeting ,main floor with a dark charcoal industrial carpet	Passed unanimously
	structural changes only no money approved	

Elisa also brought up the Parent Night Out idea, Leo was going to check on the insurance to see if it was feasible to go forward. Leo gave Rich a letter from insurance agent stating that child care was not eligible, do at own risk, too much exposure. Jim M suggested that perhaps special event insurance might be available from an independent agent. Elisa will check into it, will the Board allow the event if insurance is reasonable?? Brent would like to make a motion to allow the event, Parents Nite Out. Leo feels the building is not there to provide baby sitting. Carolyn made the second to the motion, the motion passed with two nays. Elisa will check insurance for special events.

Neighborhood Watch: Received one call, bridge on Rosa Dr, behind the Rec Ctr was vandalized and destroyed. Marilyn received monthly letter from sheriff's dept, electric scooters have an age of 16 years old requirement and helmets are required as well. Rich reiterated that some time in the future we will need camera's installed to protect CC property. Someone will need to take responsibility for vandalism.

Maintenance: Leo received a flyer regarding leaf pick up schedule. Pat will put in the Times, Brent & Nancy will put on the website.

Pool: closed for season

RV Lot: Someone is on the waiting list, Engstroms are moving so their space will be available

Prop Stds: Rich said he received a call from someone who has a trailer parked in front of his home for awhile, said he was just waiting for a part to fix it. Brent noted that all he has to do is to fill out the permit form and there won't be a problem. Property Stds committee is still meeting, lots of work to be done for covenants. Lots of improvements have been made in the area, some without permission, and lots of letters will be sent out.

Old Business:

Arbor Homes: Rich spoke with Terry two times, wants to get fence done. She says she wants to get it done too, rainy season, not done yet. Rich will keep talking with her.

New Business:

Interim Bookkeeper; Nancy Brewer has been appointed to be the interim bookkeeper.

Treasurer: must be a board member or alternate, mandated by the bylaws, what is Christa Short's background and would she be comfortable with the position?. Christa is in the commercial banking industry. Christa said she would like to know what the duties entail and would like to think about it until the next board meeting. Brent & Rich outlined duties including:

- Deposits
- Sign checks
- Annual audit/review given to company for the fiscal year
- Oversee bookkeepers jobs
- Create budgets for fiscal year
- Give treasurer's report for annual meeting

Brent made a motion to appoint Christa Short as interim treasurer to give her a chance to think it over but still give a treasurer. Bill made the second, motion passed unanimously.

Leo brought up the bridge that was recently vandalized, replace it or not? He thought it wouldn't fall over through the winter. Rich asked him if he thought we could get it done now?? Just schedule the work if necessary

What about the Big Toy on 203rd, near Cross Creek Dr, can we demolish it over the winter? It is in very poor condition, and then replace it in the spring? Brent made a motion to demolish/remove the structure now & revisit in the spring what to replace it with. Laura made the second, motion passed.

Meeting adjourned.

CROSS CREEK HOMEOWNER'S ASSOCIATION
Board Meeting Minutes for November 11,2001

Board Members Present: Rich, Laura, Linda, Christa, Brent, Leo, Carolyn & Bill

Staff Members Present: Lee, Marilyn, Nancy and Pat

Staff Members Absent: Elisa

Homeowner attendance below:

Homeowner	Lot
Kathy & Lester Larsen	76
Andy & Wanda Vigil	85
Donna Severson	75
Beverly Snapp	26
Hank & Marlene Dietz	79
Richard Osmon	106
Lee Hoodenpyle	98

The regular monthly meeting was called to order at 7:05pm. The minutes were read with Carolyn making a motion to accept them as written and Laura making the second. The motion carried unanimously, minutes were accepted as written.

Bookkeeping: Rich began by giving a transition report and letting homeowner's know that workmen's comp insurance had been withdrawn due to quarterly report not being submitted. The insurance has now been reinstated and the Association is covered again. Quick books has been purchased and quarterly taxes have been recalculated. Christa will address all quarterly reports now as our new interim treasurer.

Nancy continued with the bookkeeping report and reported that savings is approx \$3,000 and checking may be \$15,000. She has just had some surgery and she didn't review the records before the meeting. She has been working on transferring info from Peachtree to QuickBooks. The books have been taken to a fiduciary for review and are ready to be picked up. She also reports that a new printer has been purchased for Alice and the multi-function machine needs to be picked up. Linda asked about funds from the fundraising they have been doing for the rec center. She said in a report of 5/31 \$922.00 was reported, now those funds do not seem to be anywhere. In the last report she saw, they had dwindled to approx \$250. Nancy said she had not found those funds yet but would keep looking. Linda wanted to be sure they were earmarked fundraising; they are for rec center amenities for all homeowners to use.

Treasurer: Christa and Rich created a draft of a job description for the office of treasurer, including quarterly reports, chart of accounts, budget etc. Christa said the steering committee to get the office properly started includes: Susan Soto, Nancy Brewer, Bill Martin and Christa Short as the chairperson. This is the same committee as previously. Rich states that he has a list of candidates for the bookkeeper position and will pass them on to Christa. He would like to have all candidates submit their interest applications by Nov 30.

Rec Ctr: Linda reports the new stove is in the kitchen and the cabinets are installed, although installed wrong. They will be redone. The last potluck was great and the Halloween/Harvest Party was a huge success with maybe 200 people there, lots of kids!! A big thanks to Key Bank who donated the Popcorn machine and all the volunteers who helped with cotton candy etc. Bazaars over the last weekend also contributed to the fundraising effort for the Rec Ctr.

Neighborhood Watch: Marilyn really has nothing to report, no call. Brent did report that a basketball hoop on 207th & Rosa Dr was vandalized.

Maintenance: Leo asked Lee to give the maintenance report since he has been working on replacing the vandalized bridge behind the Rec Ctr. He states the new bridge is approx \$800-\$900 in cost, and would like to thank the volunteers who helped him with construction; Shep, Bill, Andy, Harold, Leo, and the young man Josh.

The big toy on 203rd & CrossCreek Dr will be demolished this next weekend and will be replaced with something new in the spring, as yet to be decided.

Pool: closed, Lee asked if the pool had been inspected this year, no one knows.

RV Lot: Carolyn Patrick would like to have the following in the Times regarding the RV Lot:

I have received several calls recently requesting information about when a space will be available to them and where they are on the waiting list. There are 18 people on the list at this time. We have several spaces open but they are small and the majority of those on the list need space for large motor homes or trailers. We fill in according to the length of time on the waiting list and size of unit. If you have a smaller RV, we will be able to accommodate you sooner and the wait is much longer for the fewer, larger locations that can facilitate motor homes. We have to be careful not to block anyone when we fill a space.

Thank you for your patience. As we have stated before, this lot was set up in the 70's when the campers and boats were much smaller than today.

If you have any questions concerning this, give me a call.
Carolyn Patrick, RV Board member... 503.642.3387

Prop Stds: Brent reports that the agreement from the attorney's was received, which will get the first draft of the covenants done. Their office will try to have them done around the end of Dec or first part of January.

HO Donna Severson brought up that the covenants were all put together in the 70's. In this day and age a side driveway with an extra vehicle on it is commonplace. She has a side of her driveway with packed gravel and a pick-up truck sitting on it and thought she was obeying all the rules of the association. A lot of homes have that and why should hers be any different just because it is not of concrete?? Rich asked her if she would become part of the Property Stds committee to help address these types of situations. Brent then brought up the question-how do we change the covenants? We are in the process. As has been in the Times and the previous minutes, the Prop Stds committee has been meeting and addressing how the covenants should read and how to bring them to current lifestyles. The committee looks at what is the #1 thing to address, prioritizes and then presents to the board. This is why it is so critical for homeowners to become involved with Prop Stds now, because the covenants are being addressed and re-written to address today's lifestyle. Donna agreed to be on the prop stds committee.

Brent made a motion that: Modifications may be made to the driveway to accommodate extra parking, provided that reasonable changes to the yard such as cement or a surface material that is approved by the Board, is constructed to accommodate the weight of a vehicle and is properly maintained. The addition may only be made to the outside of the driveway away from the house, not to the inside towards the house. Bill made a second to the motion which passed unanimously. This motion will be presented and voted on at the annual meeting in April. Brent also made a motion regarding a variance to parking alongside the driveway, Laura made the second, motion passed. This is until the vote takes place at the annual meeting.

Old Business: Arbor Homes. Rich asked Bill if anything had changed in the development next door, is the fence being constructed yet? Bill said no but at least it can be built even in the rainy

weather. Lee states that John Weinfurter reported property is still not draining and the property behind his home really smells.

New Business: Bookkeeper Rich would like all interested in applying for the bookkeeping position contact him by Nov 30, or Christa Short

Homeowner comments:

Donna Severson raised the issue of side additions to driveways made out of materials other than concrete.

Hank Dietz followed up with past practices, in other words, years ago this was ok. Is there a time line for resolution?

Wanda Vigil feels that in the beginning homeowners all obeyed the covenants as a whole. Now we have so many renters that aren't familiar with the covenants that people are now lax in caring for the properties.

Lester Larson: if new covenants are in place and we do raise the dues, shouldn't we raise the RV dues first?

Hank also mentioned that he has a spot in the RV lot, he wouldn't object to paying for that space.

Meeting adjourned at 8:35

CROSS CREEK HOMEOWNER'S ASSOCIATION
Board Meeting Minutes for Dec 9,2004

Board Members present: Rich, Brent, Laura, Linda, Leo, Bill, and Carolyn

Absent: Christy Short

Staff Members present: Lee, Marilyn, Nancy and Pat

Absent: Elisa Buckley

Homeowners present:

Bud & Alice Bunker Matt Reynolds

Andy & Wanda Vigil Deanna Debrieze

Joey Harris

Laura Winters called the regular monthly meeting to order. Minutes were read with Leo making a motion to approve them as written and Linda making the second. Minutes were unanimously approved as written.

Rich gave a brief transition report for the bookkeeping. He asked Nancy to compile a list of files received from Alice Desautel. Rich reports Alice said she was making quarterly payments to the state for taxes yet he & Nancy can find no evidence of it, no checks or proof in the records. Rich also states that Alice now doesn't want to return the multi-function printer that is actually Cross Creek property. The association bought a new printer for her personal use, per her specifications, for replacement of her old printer.

Nancy recovered a bill for bookkeeping training in how to do state taxes. This was paid via an electronic transfer in June and was paid to an account services firm and Nancy's recollection was that it was approximately \$360. There was no Board approval or request for this. Paying state taxes is part of the bookkeeper position and a bookkeeper is supposed to be knowledgeable of the procedure. There are many, many things not brought to the board's attention (workmen's comp). There was a motion made to draft a letter to Alice inviting her to appear before the board and give her a chance to explain some of her actions and processes.

Brent was volunteered to do a draft and e-mail to everyone.

Rich was ill and left early, wishing everyone Happy Holidays.

Bookkeeper: Nancy reports a checking acct balance of \$21,593.34 and \$3,284.76 in savings. She also sent 35 letters out to delinquent homeowners, also stating there is about \$10,000 in delinquent dues. Linda asked about the fundraising monies, Nancy is still looking to find them.

Treasurer: absent

Rec Ctr: Linda reports they are in the kitchen working away now, the tile looks great, the floor laminate is ready to go but the carpet needs to be pulled up right away and Linda is looking for volunteers from those present at the meeting.

The playgroup for toddlers is off to a great start, six toddlers in the first get together! Linda also mentioned that there have been a lot of rentals lately, including a wedding on New Year's eve.

The upper wall, above the coat rack, is currently fashionable beige. Linda is seeking permission to paint it red, same as the wall below it and then install a very large clock on the upper portion. Leo made the motion to paint the wall and Laura seconded the motion, which passed unanimously.

Neighborhood Watch: Marilyn reports all is quiet – no phone calls.

Maintenance: Leo asked Linda to talk about all the dry rot she & Richard found while working on the kitchen sink replacement. Agreed that since the building is old and probably hasn't had the same care as a home that there will be mold and dry rot, as evidenced by Linda & Richard's findings. Leo brought up that he would like to see a rainy day fund set up for emergency repairs. Brent said that reserves will be required in the future and that is the purpose of the reserves. Leo knows there is other dry rot; it is just that finding all of it will be expensive.

Pool: closed

RV Lot: Carolyn reports no changes

Property Standards: Brent brought up the verbiage for the driveway amendment, no complaints from board members.

Lot 222: Matt Reynolds has a utility trailer behind kind of a walkway. It has to be out of sight to be in compliance. He would like a waiver to leave it where it is, it's his work trailer. He also feels it is not noticeable and asked if there had

been complaints? Brent said no, it was just noticed by a Prop Stds walker. Leo asked for the address – 205th & Rosa . Leo would like to see the discussion tabled until next month so all board members can take a look.

Brent said if we are going to address, it has to be part of the covenants – rewrite covenant. It also is a good topic for discussion for the Prop Standards committee. Tabled until January.

Lot 50: Marion Ferrer is in violation for expanding driveway without approval and she would like to have her fines waived. Bill made the motion to dismiss all but the original \$25 fee, Laura made the second. Motion approved with one nay vote.

Lot 25 : Would like to see letters of approval sent out to homeowners who want to make improvements . Brent said they typically are but homeowner said she did not receive one when painting her house.

Lot 193: Bill Miller 207th & Rosa. He has a flat-bed utility trailer on the side of his house and street. He was sent a letter and fined \$50, would like fine waived. Since the trailer is gone, Carolyn moved we drop the fine, Laura made the second. Motion approved.

CC&R's: we are paying for the first draft – Brent will get a "pre-draft". Lawyers recommend 75% of all homeowners vote on the cc&r's and have ballots in before the annual meeting. Verify votes, lot #'s on envelopes. CC&R's would have to be mailed with ballots enclosed.

Old Business: Arbor Homes: nothing new, nothing done for us. Brent would like to see a letter sent, kind of a demand letter that project be completed in 30 days.

New Business:

Meeting adjourned

ACTION ITEMS:

Dues Committee: Progress, meetings???

Arbor Homes: Rich meet with Terry, demand letter??

Books: Letter to Alice Desautel?? Accountability of Zendra??

Ads in the Times: Realtor OK???