

CROSSCREEK HOMEOWNER'S ASSOCIATION  
Board Meeting Minutes for Jan. 08, 2009

Board Members Present: Cheryl, Don, rich, Brian, Pam and Bill (quorum present)

Board Members Absent: John

Staff Members Present: Lee, Terri, Pat and Marilyn (late)

The minutes for the month of Dec 2009 were approved with the amendment of the balance in the checking account. The balance should have read \$3799.36. The minutes were corrected to reflect the correct amount.

**Homeowner Comments:** A condominium owner was present to let us know about a fence being down adjacent to the greenways and condos. Pat will send a violations letter to the owner.

**Old Business:** Everything is the same; no job descriptions, no bids for Rec Center work needing to be done, no plan for the dividing wall by the pool, no letter from attorney and no report for straightening the signs into the entrance of Cross Creek at 209<sup>th</sup>.

**New Business:** Cheryl read a letter from a homeowner who was not happy with being sent a violations letter. Don emphasized that homeowners must remember we have the Covenants to govern by but that we also have Washington County codes to follow as a guideline as well. Many of those codes are part of the covenants. Property Standards have not always been followed closely; we now have a dedicated group of folks working on resolving that and walk the community trying to keep our neighborhood looking good and everyone on the same track.

We also heard a complaint about a homeowner wanting to know why their cul-de-sac was not included when the disabled ramps were rebuilt. That was a county project of which we had no knowledge or input.

At the next regular monthly meeting we will be reviewing the list of priorities created at the time of the special assessment vote for capital improvements. Bill will get the list to Pat and she will email everyone.

**Maintenance:** The new converter box has been installed.

**Neighborhood Watch:** Someone on the Board received reports of Christmas decorations being stolen from property, one from off the front porch. Police reports were filed. Marilyn reported some damage being done to her son's jeep at her home.

**Rec Center:** Terri reports several cancellations in December.

**RV Lot:** quiet, no complaints.

Financial Report: Treasurer reports balances as follows: checking \$1,417.25  
Savings: \$39,982.98 (int \$65.04) Special Assessment: \$33,153.84 (int \$53.67)

As requested at the Dec meeting Rich presented the final figures for the cost of resurfacing the tennis/basketball courts. The final figure was \$37,635.33

The meeting was adjourned at 8:15 pm

CROSS CREEK HOMEOWNER'S ASSOCIATION  
Board Meeting Minutes for February 12, 2009

Board Members Present: Cheryl, Don, Rich, Pam and John  
Board Members Absent: Bill and Brian  
Staff Members Present: Pat, Marilyn and Terri  
Staff Members Absent: Lee

The minutes for Jan meeting were read and approved as written.

Homeowner Comments: The Board listened to a couple of complaints from homeowner's re loud cars and then they are constantly gunning their engines and driving up and down the road. Homeowner's were advised to call the county and complain or send in a County Complaint Form for Alleged Violation of the Community Development Code. There are some complaint forms at the Rec Center. This also applies to the conveyance truck that parks on Rosa Rd that was complained about.

Old Business: Cheryl read from a document provided by Vial Fotheringham, Attorney at Law re our 2007 Amended and Restated Declaration: "In July of 2007 an "Amended and Restated Declaration" was recorded in the County records. However, in reviewing the Amended and Restated Declaration it does not appear that document received the required amount of votes by the owners, nor does it contain any such certification as required by ORS 94. Thus, I do not believe the document is valid or binding. The Association must file a rescission document immediately." The rescission letter has been filed by the attorney, as well as combining all four phase documents that were filed in the 1970's into one document and filed with Washington County. The document was filed as it appeared originally, any misspelling, punctuation errors, grammatical errors, all remained the same. Any fines that were based on the 2007 CC&R's will need be to be refunded. After being proof read to be sure everything is correct, the covenants will be mailed to all homeowners.

Cheryl went on to read further from the document the following bulleted points:

- Day Care Facilities/Home Offices
- Parking
  - Trailers, cars and commercial vehicles
  
- Assessments
  - Current billing for collecting dues
  
- Occupancy Limits on Homes
- Unauthorized driveway

Unauthorized driveway pertains to one owner that modified his lot to include a secondary gravel driveway. The installation of the driveway included a modification to a portion of the curb. Under Article III, section (e) all owners must maintain in "property condition" the area between the property line and the curb and improved street. There is sufficient authority within the covenants to require the owner to return the curb and landscaped area to its original condition. This applies to lot 222.

Special Assessment Priority List: Bill still has list, did not send report or email the priority list. Discussion was tabled until March.

West Side Rec Center Walls; John has received some bids for work in the range of \$11,000 - \$18,700 to repair dry rot. He did not include a bid from his own contracting business. He was asked to supply a bid; the Board doesn't consider that to be a conflict of interest. Don volunteered to help him with obtaining the bids needed.

Straightening of the entry signs discussion was postponed again, Bill, Lee and Brian were all absent and no reports were sent.

New Business: None

Treasurer: A motion was made to pay Elisa and Terri both for the month of November due to a misunderstanding. The motion passed unanimously. Don and Rich will be reviewing all accounts to be sure the reserves are on track.

Maintenance: no report, Bill absent

Neighborhood Watch: No phone calls, Marilyn said she is no longer working evenings so will look into coordinating whatever type of class that may be available from the country for our homeowners.

Rec Center: There was a pool cue broken at a recent party which Lee repaired.

RV Lot: Pam asked for clarification of a utility trailer; a utility trailer doesn't require a license.

Property Standards: Pam inquired if a letter was sent regarding the lot she mentioned at the last meeting, not sure of the number. Pat will check.

Meeting adjourned 8:15

CROSSCREEK HOMEOWNER'S ASSOCIATION  
Board Meeting Minutes for March 12, 2009

Board Members present: Cheryl, Brian, Don, Pam, Rich, John, Bill (quorum present)

Staff Members present: Pat, Marilyn

Staff Members absent: Lee, Terri

The regular monthly meeting was called to order at 7:04pm. Minutes for the month of February were read and approved as written.

**Homeowner Comments:** Homeowner was present re receiving a property standards violation letter concerning Christmas lights on their fence. Cheryl rescinded the letter and will talk with our attorney regarding holiday lights vs. "landscape lights". Lot 167 brought paint color samples for approval, colors were approved unanimously. Another homeowner complained about the length of time between the time her property standards violation was observed and the time the letter was actually received.

**Old Business:** The letter of rescission went to the county and the Corrected CC&R's filed in 2007 were removed from the county. The CC&R's will have property standards included once returned. Cheryl is hoping the attorney will have them completed by the time of the Annual Meeting April 16, 2009.

Priority List for special assessment/capital improvements was discussed. The priority list included, repaving of the pathways, remodeling the bathrooms, replacing the big toy off 203<sup>rd</sup>. The NW wall of the Rec Center has dry rot and needs to be replaced. Cheryl wants all bids in for the work by the time of the next monthly meeting in April including letting us know how much remodeling of the bathrooms can be accomplished with \$2000 per each bathroom.

**New Business:** Fuse box, where are the breakers for the inside Rec Center: Cheryl had a situation where someone needed to be able to "flip the switch". Someone besides Lee needs to know the information.

Cheryl mentioned a free education meeting re enforcing HOA rulings that she will be attending and invited any board members that would like to attend with her.

**Treasurer:** Cheryl would like it notated for the treasurer and bookkeeper that lot 191 needs a payment plan and reimbursement needs to be sent to Terri. March balances: checking \$4,818.02 savings \$31,770.26 (int \$37.00) special assessment \$33,230.47 (int \$34.31) The month activity also included a transfer of funds from savings to checking of \$4,000.

**Maintenance:** There was a hole in the wall at the Rec Center, damage from a party that has been repaired and painted by the renter of the facility. Brian brought up that he would like to see Ron get a raise again this year. Discussion was tabled until budget is reviewed for next year.

**Neighborhood Watch:** Marilyn talked about Washington County have programs for kids, possibly in May. She can schedule a time for safety class for kids at the Rec Center. She was also asked to schedule a speed trailer.

**Rec Center:** John had nothing to report.

**RV Lot:** Pam reports all is good, no problems to report.

**Property Standards:** A couple of paint colors were approved for homeowners. One shed was too close to the fence, violation of county codes and another requested a violations fine be removed.

Motion was made for Pat's salary for property standards work be \$100 per month as it has been in the past. Motion was seconded and passed unanimously.

The meeting was adjourned at 8:07

CROSS CREEK HOMEOWNER'S ASSOCIATION  
Annual Meeting of April 16, 2009

Board Members Present: Cheryl, Rich, Don, Bill, Pam and Brian  
Board Members Absent: John Kokinos  
Staff Members Present: Lee, Pat and Marilyn

The annual meeting was called to order at 7:25pm. Welcome statement was given by President Cheryl.

**Homeowner Comments:** One comment was made regarding the disrepair of fences on the greenways, but given the current economy, that it was understandable. An absentee homeowner complained that he received his letter late but is not receiving mail from us. His address was updated and given to the bookkeeper. Another homeowner complained about illegal fireworks in our development every July 4<sup>th</sup> as well as other times during the year.

**Accomplishments:** Cheryl gave a brief presentation of the board accomplishments for the year including the completion of the sport courts; the entrance signs will be updated shortly and the siding is being replaced on the Rec Center and due to an error, the CC&R's have to be redone. They are in process now and the attorney hopes to have completed soon.

**Financials:** Rich made a presentation showing savings etc. balances. There are a few homeowners that still owe for the special assessment. Some homeowners have gone to the Cash Flow Enhancement Program. Rich also announced that the annual budget meeting will be held April 30 at 7:00pm. Any interested parties are welcome to attend.

**Pool/Maintenance:** Lee is trying to find lifeguards but reports no serious problems. He is reporting that fireworks were set off in glass bottles in the basketball courts and had to close those courts for awhile for it to be cleaned up. He does report seeing people from other areas in our courts, that some are giving out the combinations to the locks. The bar area with temporary railing still needs to be completed and will be discussed at the next regular monthly meeting in May.

**Neighborhood Watch:** Marilyn wants to remind everyone to call her if there are any problems in the area. The speed monitoring trailer will be in place in May and they also will send report of amount of traffic to us.

**Property Standards:** Don commends the neighborhood; a lot of problems have been rectified. There are a few fences in disrepair and regular maintenance is needed for a few homes.

**Elections:**

Nominations were made for the three openings for the Board:

Position #3- 3 year term	Brian Flemming	13 votes
Position # 6-1 year term	Pam Devalaminck	12 votes
Position #7 -1 year term	David Estrada	4 votes

With the nominations and elections concluded, the meeting was adjourned @ 8:20pm.



CROSS CREEK HOMEOWNER'S ASSOCIATION  
Board Meeting Minutes for April 9, 2009

Board Members Present: Cheryl, Rich, Don, Pam, John (quorum present)  
Board Members Absent: Bill, Brian  
Staff Members Present: Lee, Marilyn, Pat  
Staff Members Absent: Terri

The regular monthly board meeting was called to order at 7:05pm by Cheryl.  
The minutes for March were approved as written

**Homeowner Comments:** Homeowner was present to ask about a property standards violation letter received. He also had questions about removing trees from his property as well as a driveway being repaired.

**Old Business:** Cheryl met with attorney's offices and all errors were corrected in the old CC&R's. The motion was made that we continue with the process and was approved unanimously. Cheryl will need to confirm the "dues" dates with the attorney's office as well. The new budget is due in May.

Bids for the new siding for the Rec Center have been received, which includes replacing the windows upstairs. The three companies bidding on the work gave estimates from approx \$10,000 to \$17,000. The company that was selected, Superior Siding, forgot a window in their estimate. A motion was made to allow up to \$300 for the additional window. The motion was made for Superior Siding to do the work and approved unanimously, including the unanimous vote to include \$300 additional for forgotten window.

Updating entrance signs; the estimate to straighten the sign at 209<sup>th</sup> was cost prohibitive. The decision was made to move forward with the repainting of the signs and to add the hoa designation and URL for CrossCreek. The motion was made previously and unanimously approved.

**New Business:** The board is looking into new Web Site Maintenance. Homeowner suggested Vial Fotheringham may have a program and someone else suggested Salmon Creek. This will continue to be investigated.

**Financials:** Rich confirmed that lot 191 now has a payment plan. The checkbook balance is \$5,024.18; Savings balance \$31,804.36 (int \$34.10) Special Assessment \$33,265.83 (int \$35.36)

**Maintenance:** Lee states the mowing has begun for the season and the light in the RV Lot has been repaired. The baby swing at 207<sup>th</sup> needs repair.

**Pool:** Lifeguard search has begun.

**Neighborhood Watch:** Marilyn reports the speed monitoring trailer will be in place sometime in May. They will be sending a report of findings to us. The census is in 2010 however, canvassers will begin work in April to be sure they have all addresses. They will all have ID.

**Rec Center:** Terri reports she is having a problem getting keys back in a timely manner from renters. She would like to know what process to follow? The motion was made to require keys need to be returned to the drop box at the Rec Center within 24 hours or the refund would be eliminated. Motion passed.

Terri also wanted to know if grad parties will be held this year; it was determined that it was unknown whether lifeguards would be available by then or not. The pool will not be opening early for that.

**RV Lot:** Several people are on the waitlist for openings. Again, no utility trailers are allowed in the RV Lot. The lot has been cleaned up. There was a question regarding plates and expired tags. That discussion was tabled until later.

**Property Standards:** CrossCreek properties look great for the most part and would like a thank you in the Cross Creek Times.

Meeting was adjourned at 8:25pm.

CROSS CREEK HOMEOWNER'S ASSOCIATION  
Board Meeting Minutes for May 14, 2009

Board Members present: Cheryl, Don, Pam, Rich and David (quorum present)  
Board Members absent: John, Brian  
Staff Members Present: Terri, Lee, Marilyn and Pat

The minutes for April 9 were read and approved as written.  
The minutes for the annual meeting of April 16 were read and approved as written.

Homeowner Comments: none

Old Business: CC&R's still not completed by attorney offices. John Kokinos absent, he'll need to provide an update on the work being done to the Rec Center. There is discussion as to who is to finish the painting that needs to be done. Pam spoke with Mark who is going to be doing the signs with the HOA web address. He will not be painting the large Cross Creek signs however, but will make the smaller signs to hang beneath.

New Business: David and Terri are to look at purchasing a commercial grade vacuum cleaner for the Rec Center. The current vacuum cleaner is not doing an acceptable job. The motion was made to spend up to \$300 and was approved unanimously.

The pool will be opening Saturday June 20<sup>th</sup>. The motion was made to have an ice-cream social with Terri and David coordinating the event. The motion was passed unanimously. The ice-cream social will be held from 4-6pm, 6/20.

New positions for the Board of Directors are:

John Kokinos	Maintenance
David Estrada	Rec. Center

All other positions remain the same.

Treasurer: Rich announced that he budget committee had created a budget for 6/1/09-5/31/2010. Motion was made to accept and passed unanimously. Mention was also made that we need to consider raising dues in the next year or so. Checking balance is \$3,195.21; Savings balance is \$31,836.77 (int \$32.41) and the special assessment account balance is \$33,299.73 (int \$33.90)

Maintenance: absent but Lee reports that the tractor needs work. Lee was also asked if a baby/toddler swing could be installed at the park near Bermuda. That will be done.

Pool: The swimming pool opens 6/20. Ice cream social will be held 4-6pm.

Neighborhood Watch: There was a car sitting on Rosa Dr that had been tagged and now has been removed. Don was asked to look into the possibility of striping on Rosa Rd as we had in the past. Aug 4<sup>th</sup> Is National Night Out, Marilyn will once again organize. The budget has not been determined.

Rec Center: People are booking summer swim parties.

RV Lot: License plates and tags must be current on vehicles requiring such, in the RV Lot. They also must be maintained and operable. The RV Lot is not to be used just for storage purposes.

Property Standards: Many thanks and appreciation to our volunteer walkers.

Meeting adjourned @ 8:05pm

CROSSCREEK HOMEOWNERS ASSOCIATION  
Board Meeting Minutes for June 11, 2009

Board Members Present: Cheryl, David, Rich, John, Don  
and Pam (quorum)

Board Members Absent: Brian

Staff Members Present: Lee, Pat, Terri and Marilyn (late)

The minutes for May 14 were read and approved as written.

**Homeowner Comments:** No immediate concerns.

**Old Business:** CC&R's are still a work in progress; they are still at attorney offices. John reports that the Rec Center's new siding will be painted by the time the pool opens on June 20<sup>th</sup>. David reports he found a vacuum cleaner, a Hoover for \$198 and will be purchasing. The ice-cream social is still on tap, David and Terri will just purchase a variety of bars etc with a budget of \$150. Terri will make a sign for outside the Rec Center a couple days in advance.

**New Business:** Under discussion for next year is the topic of changing the billing to statements being sent out in February with a past due date of June 15. We need to give homeowners a four month window to make the change. A notice will be put in the Times that the issue will be discussed at the July meeting so any homeowners with concerns can attend or contact Cheryl.

Salmon Creek Web Design was present to talk about changing our website. Their annual fee is \$93.99 per year. The motion was made to accept the estimate and a second was made. Discussion followed as to linking the condo associations with separate tabs. Salmon Creek can do that and can send them a separate estimate for upkeep of their sites. The motion passed unanimously, Cheryl will contact our current webmaster.

Financials: Checking balance: \$5,721.98 Savings \$31,865.15 (int \$28.38)  
Special Assessment: \$21,852.42 (\$29.69)

Maintenance: New infant swing was put up at Bermuda park. The Rec Center siding is complete and to be painted by 6/20. David and John are to discuss the partition and present a plan to finish it A

Pool: Lifeguards are scheduled for the summer. There will be a sign up sheet at the pool for lessons. Once again, if the classes do not fill up, lessons will be available to out of area residents for the same price as residents. Cross Creek residents will always take precedents.

Neighborhood Watch: Marilyn reports no phone calls; she doesn't have any info for the bike safety program. Needs to come up with a budget for the National Nite Out barbeque.

Rec Center: Ice Cream Social is being planned. Terri is having a problem with some homeowners not getting the Rec Center cleaned in a timely manner or thoroughly. The suggestion was made that she can fine \$5 per action item not completed.

RV Lot: There are some vehicles that are not current, Pam will be sending letters.

Property Standards: Antennas, cannot be visible except dishes if necessary to receive reception.

Meeting adjourned at 7:55pm

CROSSCREEK HOMEOWNER'S ASSOCIATION  
Board Meeting Minutes for July 9, 2009

Board Members Present: Cheryl, Rich, Don, Pam (quorum present)  
Board Members Absent: Brian and John  
Staff Members Present: Lee, Terri, Marilyn and Pat

The regular monthly meeting was called to order by President Cheryl. The minutes for the month of June were read and approved as written.

**Homeowner Comments:** none present

**Old Business:** CC&R's are still a work in progress. They need to be signed however; there are still a couple of discrepancies. After the document is signed, it will need to be notarized and filed with the county. At the point that it is signed and notarized copies will be made and sent to all homeowners.

Signs at both CrossCreek entrances have been painted and look great. Still waiting to hear from the sign man for the web address sign.

**New Business:** Cheryl asked Pat to arrange a "stuffing party" for when the covenants are finally finished, printed and ready to be mailed to residents. Previously we've distributed them ourselves in an effort to save money for the association. Pam volunteered to do her condo area and we could also hire a couple of teenagers to deliver them to all homes. That will be determined once we have the covenants back.

The motion was made to look into changing the phone at the Rec Center into a voice mail box with remote retrieval. Example: press one for the President, two for financial matters etc. That way if a board member or staff is on vacation they can leave a message at the rec center and not announce on their home phone they are out of town. Rich will do some research and report back. The motion was seconded and passed unanimously.

**Financials:** checking balance: \$7,119.53 Savings \$46,793.77 (int \$ 28.62)  
Special Assessment \$20,947.28 (int \$14.86) A board member needs to make an appearance at a bankruptcy on Aug 4<sup>th</sup>, Cheryl will be attending.

**Rec. Center:** Terri reports the Ice-Cream Social was marginally successful but will suggest that next year it should be earlier in the day. A lot of kids just did a grab and go, perhaps serving ice-cream with toppings would be more of a socializing element. She felt it was a good starting platform though.

**Maintenance:** Lee reports a couple of areas with graffiti. The mailbox stanchions are on schedule, being worked on.

**RV Lot:** The invoices for the RV Lot are finished, if the covenants are printed in time the invoices could go in the same envelope to the renters.

**Neighborhood Watch:** Marilyn reports the National Nite Out barbeque will be August 4<sup>th</sup>, from 6-8pm. The budget is approximately \$300 and Marilyn is to call Brian Flemming for help manning the grill.

**Pool:** The decision was made to eliminate the small pool parties that reservations are not required for. The privilege has been abused several times and the lifeguards find too many elements to control. There also has been a problem with snacks being eaten around the pool area. Lee is to take care of the designated pool area, making a sign.

There has been an incident of someone being in the pool area after the lifeguard has gone off duty at a private party. In an effort to prevent anything happening in the future, if the party wants to continue after 8:45 there will be an additional \$20 fee for someone to stay.

Meeting adjourned at 8:25.



CROSSCREEK HOMEOWNER ASSOCIATION  
Board Meeting Minutes for Aug. 13, 2009

Board members Present: Cheryl, Don, Rich, David, Pam and John (quorum)  
Board members absent: Brian Flemming  
Staff members present: Pat, Marilyn  
Staff members absent: Lee, Terri

The July minutes were read and approved with the following amendments:  
Neighborhood Watch position will be in hiatus, Pat will be accepting additional responsibilities with a raise to \$100 per month for secretary duties; RV lot invoices were sent, renewal letters may be sent with covenants.

**Homeowner Comments:** HO Terry Graham requests welcome packet.

**Old Business:** The covenants are still not completed by the attorney. The firm has had them for 10 months and we will be asking them for a refund if they cannot produce the finished product. Cheryl has also had problems with their collections department not following up on communication issues.

The signs at both entrances into CrossCreek are now complete. The HOA website designation is finished and looks great.

Rich has the estimate on the phones, organizing them into bins for different voice mail functions. The motion was made for Integra to set them up into 6 bins @ \$30 per month added to the phone bill. The motion passed unanimously. The bins will be:

- |                      |              |
|----------------------|--------------|
| 1 Property standards | 4 Bookkeeper |
| 2 Maintenance        | 5 RV lot     |
| 3 Rec center rental  | 6 President  |

The Rec Center phone number will be posted with the appropriate extension in the Times once set up. Home phone numbers will be removed from the Times.

National Nite Out; Marilyn, Terri and David organized and Marilyn guessed that attendance was approximately 150 people. They spent \$300 for food and \$20 for ice. Marilyn is to get receipt or bank statements to the bookkeeper and submit a written report to Cheryl so we can make up a master list for future use.

Pony wall on the deck is to be finished within 2 weeks. Lee fortified with a 2x4 and the wall will be finished with decking and siding. John will finish by the next board meeting.

**New Business:** Cheryl has had a conversation with our bookkeeper and how much time she spends on doing CrossCreek work. Sharon feels that with the list of chores she has that position should be paid approx \$19 an hour. That would average \$760 a month for the winter months and over \$2,000 month for the busier summer months. Sharon is suggesting we pay her \$500 per month and additional \$200 per month for summers. Do we want to pay commiserate with current rates, therefore putting a burden on our budget? Should we see if

there is someone with the skills needed in our neighborhood that would still earn a salary but do some of the work as a volunteer? Pat also asks if some of those responsibilities could be taken over by someone else, such as collecting and opening the mail? Sharon is stating that she spends over 40 hours a week during the summer months on CrossCreek. The decision was made to set up an interview committee, Rich, Don and David will interview prospects and report back to the Board.

**Fine Removal:** There have been too many fines removed by various people without all the facts given. The decision has been made that fines will no longer be removed just by a phone call. Any homeowner/resident that disagrees with a fine must bring their disagreement to the Board or submit a letter to the Board. Whether the fine will be removed is a Board decision.

It has been reported that Washington Co will be taking aerial photos of our older areas, checking for permitted patio covers etc. Don will look into CDC & R5 qualifications. .

**Financials:** checking: \$16,915.67 Savings: \$46,833.51 (int \$39.74) Special Assessment \$24,084.70 (int\$13.45)

Cheryl would like to see a P&L statement for the last 2 years, against our budget, so fiscal 08 and fiscal 07 should be retrievable. We would like to see what dues were collected and what was uncollected, and what is the total of expenditures. Rich can retrieve the info and will bring to the September meeting.

**Rec Center:** Terri has reported a problem with short notice cancellation of pool parties. This of course, would mean it is too late for anyone else to plan a party, even if there was a waiting list. Due to limited number of rentals available during the summer they are normally booked within weeks of opening up the days for rental. Not only does last minute cancellation deny others who would have rented the facility but it causes conflicts with life guard scheduling, staffing and normal pool operating hours.

Terri proposed that the pool rentals require a 2 week cancellation notice or they will forfeit the \$50 cleaning deposit if no one else takes their rental. (This of course is at the discretion of the Board) The motion was made to accept this proposal and passed unanimously.

**Maintenance:** There was a repair of the furnace, gas was smelled and reported. There were 4 new mailbox stanchions put in place and Lee repaired a leak in the pool pump. Cheryl made the suggestion that someone, perhaps John, start shadowing Lee since Lee has so much information tucked away that no one else knows regarding maintenance. John agreed that that was a good idea.

**RV Lot:** Pam has reported that the lock on the RV lot is not always locked. The numbers on the lock need to be spun to insure it is locked.

**Pool:** See above. Last day for pool use is Labor Day 9-7-09.

**Neighborhood Watch:** Marilyn reports that someone told her about seeing some drug activity but didn't want to call the sheriff. Marilyn called for them but the person seeing the activity must call. Non-emergency dispatch phone number is almost always in the Cross Creek Times.

**Property Standards:** The decision has been made that any homeowner/resident wants a reduction of fine, or fine waived, must either appear before the board with their reason or send a written letter to the Board. At that point, a board decision will be made.

The meeting was adjourned at 9:05pm

CROSSCREEK HOMEOWNER'S ASSOCIATION  
Board Meeting Minutes for Sept. 10, 2009

Board Members Present: Cheryl, Brian, Pam, John, Don, David (quorum)  
Staff Members Present: Pat, Terri  
Staff Members Absent: Lee

The minutes for the month of August were read and approved as written.

**Homeowner Comments:** Homeowner was present to get approval for paint colors for home; another pointed out some dead or drying trees, they could be in danger of falling during a fall/winter rain or wind storm. Another homeowner commented on the new HOA designation on our entrance signs and wondered if we have a website. After repeated announcements in the Times, Pat will put another blurb in the Times about the website undergoing renovation. Another homeowner was present to talk about her babysitting business out of her home and looking for Board "support". Our covenants clearly state that businesses are not allowed and read a statement from the attorney, we have decided to overlook those businesses for the time being. Another homeowner was present to complain about receiving a property standards violation error which she felt was in error. The Board agreed to send her a formal letter of apology and remove her fines.

**Old Business:** The covenants are still not ready; they were to have been emailed to Cheryl before the HOA meeting of 9/10. Cheryl is having office management re-evaluate the bills for the work. The west wall (pony wall) is not complete yet. There will be a meeting with the new webmaster in September to review what should be kept and or changed.

Billing dates: Since we had so many homeowners' present we discussed changing the billing date for homeowner dues to Feb. 1<sup>st</sup>, due by 6/1 and past due 6/15. This is only changing the billing year, no pro-rating would be necessary. The motion was made and seconded to move forward with legal advice for a resolution to change the billing date. Homeowner's present did not have any issues or complaints with this.

**Pool-Rec Center Rental:** We had a couple of complaints about the pool closing early and that it was not due to inclement weather. If that was the case, Jill and Lee should have been notified so they can investigate who the guard was and why they closed early. The time cards need to be checked as well. Homeowner requested that we keep the pool open on weekends through September, that she would be happy to act as lifeguard. First we would have to have a cost analysis done before any decision could be made. In the past it has been too expensive to justify.

Terri will not be able to be at Board meetings during the school year and someone else will need to bring refreshments.

**Financials:** Rich reports checking bal of \$6,304.24: Savings \$56,876.85 (int\$43.34) special assessment \$24,079.72 (int \$15.02) Rich reports that with the new phone system the bins can be accessed remotely. He will let Pat know when to remove the home phone numbers from the Times. He also will have the budget for the fiscal year reports and the budget vs actual for the next regular monthly meeting in Oct.

**Maintenance:** Keys for the early bird swimmers need to be turned in to the Rec Center slot with their name and lot number for them to be reimbursed. Lee will then get the keys and be sure they are reimbursed.

**RV Lot:** Pam is getting the renewal and ID forms mailed out for the lot.

**Property Standards:** There seems to be a check floating around for lot 413, were there any fines removed? Pat will check with property standards. They had sent in a check some months ago but it was returned to them.

Meeting adjourned 8:30

CROSSCREEK HOMEOWNER'S ASSOCIATION  
Board Meeting Minutes for Oct. 8, 2009

Board Members Present: Cheryl, Rich, David, John  
Board Members Absent: Brian, Pam, Don  
Staff Members Present: Pat and Lee  
Staff Members Absent: Terri

The minutes for the month of September were read and approved with amendments that state that the Board made and seconded the motion to move forward with legal advice for a resolution to change homeowner dues statement billing date to February 1<sup>st</sup>, due by June 1<sup>st</sup> and past due on June 15<sup>th</sup>. The motion passed unanimously. This would only change the billing year, there would be no need to prorate.

**Homeowner Comments:** There were homeowners present with Property Improvement Proposal Forms, including building sheds and painting homes. Some were approved, some needed further clarification, and a couple needed to check with the county to see if other requirements needed to be met.

**Old Business:** The CC&R's were picked up again and will be reviewed again to be sure they are the same as the original. Resolutions will be on a separate form.

West Wall, Lee and Ron completed project.

Web Server; being worked on

Phone system: Rich reports it is in place, will be activated within a week. This will eliminate the need for home phone numbers in the Times.

**New:** Mailing and printing of the covenants, tabled until covenants are closer to being finished.

**Treasurer:** Checking balance \$6,304.24; Savings \$56,923.60 (int. \$46.76)  
Special Assessment \$24,074.56 (\$14.84)

**Maintenance:** A homeowner has reported a dead or partially dead tree on a private lot adjacent to the greenway. A property standards letter will be sent to them to see if there is a reply. Lee reports seeing a lot of graffiti in the area again. The Sheriff's office needs to be called and the graffiti reported, they will come out and take a picture of it and often can find out who the 'artist' is/are. Please call the sheriff's office and have picture taken and after that, remove the graffiti ASAP. There will be a flyer re graffiti and how to remove inserted with the CrossCreek Times.

Lee also requested that a surveillance camera be investigated. He feels that it would be worth the investment in that several times people have climbed the fence and vandalized either the pool or Rec Center or both. He has found one

for approximately \$1500. John said that he would rather the money be invested in more maintenance. John and Lee are to come up with a 5 year plan, with numbers so a cost/benefit ratio analysis could be done.

**Rec Center:** Terri announced a Bazaar will be held at the Rec Center on 11/21 with crafts, commercial vendors etc. She also reported that some renters have complained about the kitchen area being dirty when rented.

**RV Lot:** Pam sent a report that about half the RV Lot renters have returned their vehicle ID forms. Pat will put something in the Times, hopefully getting Pam a response.

**Property Standards;** Our walkers have kept up their great work.. It would be nice to have a couple more people to help out so Pat will put a blurb in the Times.

Meeting adjourned 8:10pm

CROSSCREEK HOMEOWNER ASSOCIATION  
Board Meeting Minutes for Nov. 12, 2009

Board Members Present: Cheryl, Brian, Don, Rich, Pam and David  
Board Members Absent: John  
Staff Members Present: Pat  
Staff Members Absent: Lee, Terri

The minutes for October were read and approved as written.

**Old Business:** The covenants appear to be just about complete. The covenants are reconstructed to be just as they were in the 1970's, There are no resolutions or amendments. Any resolutions or amendments will be written separately on other paper.

The following resolution was presented: *In order to standardize the Association's accounting procedures and to stay on a fiscal billing system, the Association desires to move the date of the payment of the annual assessment. Beginning in 2010, the Association will fix its annual assessment by February 15<sup>th</sup> of each year.*  
*The assessment will be due and owing on June 1 of each year.*

The motion was made to accept the above resolution, seconds were heard and the motion was passed unanimously.

The new phone system is operational, Rich gave out passwords. The emergency contact will be John Kokinos and Lee will be the second contact.

**New Business:** Don asked for reimbursement for postage for the 18 months that he printed and mailed out property standards letters on his own. The board unanimously decided to reimburse his postage costs.

Rich wanted to clarify what "Special Assessment" means in budgeting/financial terms. The special assessment at this point includes not only the special assessment but RV Lot rental fees and reserves.

The suggestion was made to think about purchasing a laptop, owned by the Association for financial purposes. This would be for the bookkeeper/treasurer's use so the association financial business is not tied to any one's personal computer anymore. The suggestion was also made to purchase an external hard drive instead. The budget would have to be looked at in depth before any decision is to be made and will be discussed at Dec meeting.

**Treasurer:** Rich introduced the new Crosscreek Bookkeeper, Vivian Sartor. She will be learning the job over the next few weeks. Checking bal: \$1,210.17, Savings: \$54,471.95 (int \$48.35) Special Assessment: \$24,063.04 (int \$ 8.48).



**Maintenance:** No report

**Rec Center:** Bike Safety Rodeo is being planned for next August National Night-Out Barbeque. Terri is resigning her position as Rec Center Coordinator and will be replaced by Sunnie Estrada.

**RV Lot:** Pam is still having a lot of problems getting vehicle ID forms back from RV Lot space renters. Pat will put something in the Times again; the RV's can be removed if necessary.

Property Standards: Pretty quiet

Meeting adjourned 8:05pm

CROSSCREEK HOMEOWNER'S ASSOCIATION  
Board Meeting Minutes for Dec. 10, 2009

Board Members Present: Cheryl, John, Don, Pam, David & Rich  
Board Members Absent: Brian  
Staff Members Present: Lee, Pat  
Staff Members Absent: Terri

The minutes for the Nov. 12 meeting were read and approved as written.

Homeowner Comments: None brought up.

**Old Business:** CC&R's, still under advisement.

Web: still being worked on, Annette to check with Terri re calendar format. We feel that calendar would be best suited to a Google or Godaddy type calendar link. Don will be checking with Annette to see if she can do that. Pat also will email her.

**New Business:** David wrote up the Code of Conduct for our meetings and it was well received and printed in the Times. It will be brought to the next board meeting for considerations as a resolution.

We need to review the Rec Center Rental Guidelines. David doesn't have anything, Pat will see what she has. Sunny will need for her new responsibility as Rec Center Coordinator.

**Treas:** Discussion of the price of laptop included: Costco had Acer \$450-\$499 with 4 gigs of ram and a 2 year warranty; On-line price needs to be checked; Dell runs about \$650 and HP around \$700. The budget still needs to be reviewed and a vote taken as to whether to make purchase or not.

**Financials** are as follows:

Checking:	\$1,416.62
Savings:	\$53,517.19 (int \$45.24)
Special Assessment:	\$24,049.73 (int \$ 6.69)

**Maintenance:** Will look into estimate of painting floors in bathroom, etc.

**Rec Center:** Terri sent memo about renters being able to access the Rec Center without having signed contract; not picking up keys in a time scheduled for pickup and that tables etc cannot be borrowed from the Rec Center.

**RV Lot:** Those space renters who have not turned in their paperwork are subject to being evicted. Pam will let those renters know they have so many days and then will be towed.

**Property Standards:** Don will be working on some new paperwork and guidelines.