



CROSS CREEK HOMEOWNERS' ASSOCIATION
Minutes of Regular Monthly Board Meeting
7 PM, June 11, 2015 Aloha Oregon

Board Members present: Don Duncan, Tara Stewart, Kim Colvin, Kathy Copeland, Kelli Sepulveda, Jason Mastrantonio, Kevin Miller
Homeowners in Attendance: 16

Meeting called to order at 7:06 pm, quorum was confirmed.
Kelli Sepulveda recorded notes from the meeting.

Code of Conduct was read.

Minutes for May 14 meeting as written. **Motion to approve minutes as written. Unanimous. Approved.**
Minutes for May 21 meeting as written. **Motion to approve minutes as written. Unanimous. Approved.**

Property Improvement Proposals

1. Lot 137 – 20'x10' shed in backyard. This will require a county permit to complete.
2. Lot 167 – 8'x10' or 10'x12' shed in backyard. This cannot be set 5' on side or 3' of back of the fence.
3. Lot 162 – remove tree.
4. Lot 14 – replaced roof.
5. Lot 23 – light and dark brown house paint.
6. Lot 65 widened driveway without a PIP; need form submitted.

Proposal 1 and 2 require vote by Board. Proposals 3 – 5 approved by Property Standards.

Moved to approve all proposals pending notification of permit and setback requirements. Unanimous. Approved.

President's Report

138 votes are currently submitted. For the pool opening "Pop in for Popsicles" on June 13, have a table for homeowners to submit their vote.

Homeowner discussion around voting, maintenance requirements, landscaping options, and annual billing.

Washington County being contacted to request a calming zone with speed bumps or signs.

Vice President's Report

A Pool Administrator and 7 lifeguards have been hired. There are 2 more interviews to be conducted. There will be swimming lessons provided by Shayla and Christina. Lessons will begin the second week of the summer on June 22. The schedule for swim lessons is being finalized.

Saturday morning at 7:45am will be lifeguard orientation. An in-service will be done the following weekend.



Pool Hours will be posted in the rec center and on the website.

Pool Staff 2015 Wages:

First year lifeguard \$9.50/hour
Second year lifeguard \$10.50/hour
Third year lifeguard \$11.50/hour
Pool Administrator \$800/month

Need to purchase for the pool:

Life tube (approx. \$30)
First aid hip packs (3 for \$10/each)
Tank top/t-shirt uniforms for lifeguards

Motion to approve pool expenses up to \$220. Unanimous. Approved.

Treasurer's Report

Business checking \$4080.97
Money Market \$8,034.71
Reserve \$47,152.54
TOTAL \$59,268.22

Past Due Accounts

\$9,430.76 – 18 accounts
\$4,567.28 in collections with attorney – 4 of 18 past due accounts
1 account entered into settlement.
1 collection account has proposed settlement of \$500. **Motion to approve a counter offer of \$1000. Unanimous. Approved.**

Working on generating the invoices for this fiscal year billing. Anticipating invoices to go out next week. Website FAQ needs to be updated – when bills are due has changed to November 15, 2015.

Meeting scheduled with accountant next week to discuss 2014 tax return filing and closing 2014 fiscal year books.

Treasurer requested board members sign off on invoices for expenses they authorize.

Secretary's Report

New forms have been created for Pool Registration and Rec Center Rental Agreement. Property Standards Regulations – additional comments from Don to be incorporated. Schedule of Fines needs to be reviewed on the website.

Rec Center/RV Lot Report

2 more rentals for rec center.
RV lot weeds have been pulled by homeowners. Maintenance committee has contacted the landscapers to address the RV lot.



Rec Center cleaning will be done by the lifeguards. During the fall we may need a volunteer to clean. We will address this with the homeowner volunteer later this summer.

Property Standard's Report

We need walkers! Two homeowner's have volunteered to help!

Moved and seconded to accept Property Standards Regulations as of May 2015 with minor changes proposed during this meeting. 4-2 (Kevin, Jason), Approved.

Front of rec center, island, and around cross creek signs need bark dust. Maintenance will look into cost for this. Volunteers may be needed to help spread.

Maintenance Report

Pool is ready to go for Saturday.

Maintenance Committee has completed grinding the concrete around the pool. Volunteers are needed for small landscape projects. If you are interested, please call Kathy.

Other Business

Cross Creek Times will be completed and delivered by this weekend.

Tara and Denise will be working on a Reserve Study Policy.

Finance Committee (audit, insurance, and budget) – Wendy volunteered to chair this committee.

Motion to appoint Wendy Matthews as chair of the Finance Committee. Unanimous. Approved.

Moved and seconded to adjourn. Unanimous.

Meeting was adjourned at 8:26 PM.

Submitted by

Kelli Sepulveda, Secretary

Cross Creek Homeowners' Association

Next Board Meeting scheduled for July 9, 2015