



20555 SW Rosa Rd. • Aloha • OR • 97078-3712

January 13, 2022 Board Meeting Minutes

Meeting held Via Zoom

Meeting called to order at 7:04pm

Board Members Present: Jim Buckley, Cody Meyer, Naomi Hoffman, Tia Branstetter, Tinsia Hardman,

Board Member Absent: Kim Bishop

Board Quorum: Yes

Minutes from December minutes Approved w/rev. November 11, 2021 approved (Cody 1st/Tia 2nd)

Homeowner Attendance: 2

Homeowner Concerns/Comments:

- None

PIPS:

- None

President: Jim Buckley

- Thank You Naomi for all the work and taking on bookkeeper job as well.

Vice President: Cody Meyer

- Check pool Chemicals and get a book keeper hired

Treasurer: Naomi Hoffman

- 74 HOA dues past due \$309 76%
- 1RV over due
- 1 Rec Center due from Sept. 2021

Rec. Center/RV Lot: Tinsia Hardman

- Rentals (1 in Oct.), (3 in Nov.), (3 in Dec.)
- 1 Scheduled in Jan and 1 in Feb
- Spring Bizarre? Going to check CDC guidelines during that time for cases and procedures.

Property Standards: Open

- None

Maintenance: Kim Bishop

- None



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Unfinished Business:

- HOA Documents: Still on hold
- Landscaping & Irrigation/Sprinklers: Repair front lawn and in back area of pool. Approved landscaping bid \$3500 . Motion 1st Cody/2nd Naomi
- Bookkeeper Position: Committee to interview Next week. Jan 18, 2022. Two possible applicants.
- January Draft Budget: Naomi is working on the details and has stepped up to help with bookkeeper job.

New Business:

- Pool Opening: on time Kelli;

Naomi and Nancy will work on this for review before February meetin

- W-2 will be mailed in January 2022
- Annual Board Mtg. 3rd week in April 21, 2022
3 Open positions
- Place Board Mintues on website

Closing:Set of keys for
Meeting adjourned at 8:05pm
Submitted by:Tia Branstetter Secretary
Cross Creek HOA



20555 SW Rosa Rd. • Aloha • OR • 97078-3712

February 10, 2022 Board Meeting Minutes

Meeting held Via Zoom

Meeting called to order at 7:04pm

Board Members Present: Jim Buckley, Cody Meyer, Naomi Hoffman, Tia Branstetter, Tinsia Hardman,

Board Member Absent: Kim Bishop

Board Quorum: Yes

Minutes from January:

Homeowner Attendance: 4

Homeowner Concerns/Comments:

- New Neighbor in June 2021, Hello and Welcome Trevor! Inquired on the Habitat project.

PIPS:

- Unfilled

President: Jim Buckley

- Bookkeeper hired! Welcome Mira Wagstaff.

Vice President: Cody Meyer

- Hiring Mira and Transitioning. Checking Pool/chemicals

Treasurer: Naomi Hoffman

-

Rec. Center/RV Lot: Tinsia Hardman

- Nothing new, work with Kim on spraying weeds in rv lot
- Rentals/ March no, April 1
- Update TP dispensers working on it

Property Standards: Open

- None

Maintenance: Kim Bishop

- None



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Unfinished Business:

- HOA Documents: Still on hold
- Landscaping & Irrigation/Sprinklers: Repair front lawn and in back area of pool. Approved landscaping bid \$3500 . Motion 1st Cody/2nd Naomi
- Flyers to Homeowners
- January Draft Budget:
- Place Board Minutes on website

New Business:

- RV lot: 1 space for HOA utility cart, do we still need it? Reconfigure lot to fit more spaces
- W-2 will be mailed in January 2022
- Annual Board Mtg. 3rd week in April 21, 2022
3 Open positions
- Keep Salaried Position for Bookkeeper job

Closing:

Meeting adjourned at 8:12pm

Motioned: 1st Cody/2nd Naomi

Submitted by: Tia Branstetter Secretary

Cross Creek HOA



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March 10, 2022 Board Meeting Minutes

Meeting held via Zoom

Meeting called to order at 7:04pm

Board Members Present: Jim Buckley, Cody Meyer, Naomi Hoffman, Tinsia Hardman, Tia Branstetter

Board Members Absent: Kim Bishop

Board Quorum: Yes

Minutes from January/February: Approved Tia

Homeowners in Attendance: 3

Homeowners Concerns/Comments:

- None

PIPS:

- Open position

President: Jim Buckley

- None

Vice President: Cody Meyers

- Checked pool chemicals/ Acid low
- Lifeguard hiring, check list for interest in returning lifeguards from last year/possible interviews.

Treasurer: Naomi Hoffman

- Budget reconciled February (Approved)
- Planning year this year- save up to execute next year

Rec/RV lot: Tinsia Hardman

- Rec Applications processed for rentals, it is available to rent
- Future heads up letter for RV lot updating
- 1 spot filled in RV lot

Maintenance: Kim Bishop

- none

Property Standards: Open Position



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Unfinished Business:

- HOA website and document storage, review/update
- 3 Board member positions open
- Habitat Conservation Program Green space Moving right along

New Business:

- Board members responsibilities list
- Annual Mtg on 3rd Thursday in April
- RV lot add to online access to wait list/drop form
- Check Thermostat in Rec center
- Sprinkler walk thru
- Check TP dispensers in Rec center/Catalog

Owner comments:

None

Closing:

Meeting adjourned at 8:29pm

Motioned: 1st Naomi/2nd Codywner comments

Submitted by Tia Branstetter

Next Board meeting is scheduled April 14, 2022

Annual Meeting is April 21, 2022



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April 14, 2022 Board Meeting Minutes

Meeting held via Zoom

Meeting called to order at 7:03pm

Board Members Present: Jim Buckley, Cody Meyer, Kim Bishop, Naomi Hoffman, Tinsia Hardman, Tia Branstetter

Quorum: Yes

Minutes from March: Approved (1st Cody, 2nd Kim)

Homeowners in Attendance: 4

Homeowners Concerns/Comments

- Kelly, Paint the shed? She will coordinate and Kim offered painting tools. Thank you Kelli!

PIPS:

- None

President: Jim Buckley

- None

Vice President: Cody Meyer

- Checked Chemical skimmers, looking good
- Coordinate a group to help get the Pool ready for opening.

Treasurer: Naomi Hoffman

- **April Treasurer's Report:**

Balance Sheet as of April 14, 2022:

Checking: \$36,169.14

Money Market: \$18,958.63

Reserve: \$24,559.37

Total: \$79,687.14

Expenses for March 2022 were: \$9,376.13

In detail: *Sprinkler fix and upgrade: \$3,440.79*

Bookkeeper: 2,134.32 (\$901 of this was for Feb)

Common Area Maintenance/Landscape: \$1720

State Farm Assn. Umbrella Insurance: \$692.50 (for Feb/Mar)

Employer taxes: \$213.40

Accounting software: \$256.00 (for Feb/Mar)

Utilities: \$642.59

Office supplies and software: \$20.13

Total outstanding dues/finance charges/rv lot/rental:

\$19,537.91:

\$7459.05 outstanding dues were paid in the last 30 days!



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Rec/RV lot: Tinsia Hardman

- More interest in renting Rec center
- Need to put on website/how to rent, hours, cost, clean up, etc.
- Work with Mira Wagstaff (Bookkeeper) on RV Lot outstanding dues

Maintenance: Kim Bishop

- **Need a key to get into shed for Tennis net.**

Property Standards: Open Position

Unfinished Business:

- Habitat Conservation Program Greenspace/ Fliers approved to go out and signs state when work will begin.
- Past due Taxes update/ETA March 28-April 18
- Bookkeeper hourly vs salary/Keep conversation alive
- Electric bill \$400+/Last year was \$250 -Ted, which breaker is going thru and waiting on April bill. Thermostat
- Documents in common area/Members do research and come back in May board meeting with ideas. Cloud,Google drive,Microsoft account.
- Webmaster position/ Waiting for Annual Board Meeting-volunteer opportunity
- Annual Meeting 4/21 at 7pm/Need 31 ballots
- Annual letter, budget, and ballots mailed, Property Standards focus, and refreshments

New Business:

- Lifeguard hourly Pay/\$14.75
- Sprinklers out front of Rec Center broken/Turn off water.

Owner Comments:

- Clean up No Mans Land

Closing:

Meeting adjourned at 8:23pm

Motioned: 1st Naomi /2nd Cody

Submitted by Tia Branstetter

Annual Meeting is April 21, 2022 at 7:30pm



20555 SW Rosa Rd. • Aloha • OR • 97078-3712

Annual Meeting April 21, 2022

Meeting called to order at 7:30pm

Board Members Present: Jim Buckley, Cody Meyer, Kim Bishop, Tinsia Hardman, Tia Branstetter

Board Member Absent: Naomi Hoffman

Approval of Minutes September 16, 2021: Yes 1st Kim/2nd Cody

Quorum: Yes

Home Owners in Attendance: 13

Election of Board Members:

- Proxies Counted 37

Nominations : Joel Wagstaff /49 Official counted votes

Naomi Hoffman /55 Official counted votes

Mackenzie Mast /18 Official counted votes

All nominees were accepted > Welcome to the board.

Positions will be assigned at next Homeowners meeting in May.

Business:

- Community feedback on monthly meetings to continue using Zoom or return to the rec center.
Britnee suggested Quarterly meetings in person
Nick likes meeting neighbors and that it can help support our community.
Joel was for the in person meetings.
- CC Webmaster needed/Volunteers?

Cody informed the neighbors of our search for a webmaster. It was also put on the facebook page to get the word out. If interested in this position please contact Cody Meyer Vice Pres 'email' on website.

- Next Project:
 - Capital improvements Rec Center bathrooms Handicap Accessibility. Wheel chairlift for pool? (Washington County)
 - Playground Maintenance on the equipment safety
 - Ballast on bridges
 - Extra Trees for re-restoration
 - Walking Paths, check for safety/widened or pushed up from tree roots or damage
 - No-mans Land is in need of a clean up, Cross Creek HOA owns this.



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- Professional Maintenance bid was \$1250. plus \$950. for a total of \$2200. to clean this area
Motioned to approve: 1st Kim / 2nd Tia Motion Approved

Board Members Report-Committees, Homeowners

- No mans land: Jon would like a way to be able to get gate access in case of an emergency. It is locked to keep Homeowners safe from hazards. We have hired a Company to come in to clean it up Concerns of property eroding into creek in this area. Also water system seems to be tore up.

PIPS:

- Before you do any home improvements in neighborhood please fill out a pip. If you have a question fill out a pip.

Meeting Adjourned: 8:35pm
Submitted by Tia Branstetter
Cross Creek HOA



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May 12, 2022 Board Meeting Minutes

Meeting called to order at 7:03 pm

Board Members Present: Jim Buckley, Kim Bishop, Naomi Hoffman, Tia Branstetter, Tinsia Hardman, Cody Meyer, Mackenzie Mast, Joel Wagstaff

Board Member Absent: none

Board Quorum: Yes

Approval of Board Meeting Minutes April 14, 2022: Approved (1st Naomi/2nd Kim w/correction)

Approval of Annual Meeting minutes April 21, 2022: Approved (1st Tinsia/2nd Kim w/name correction)

Homeowner Attendance: 7

Homeowner Concerns/Comments:

- Parking of storage unit in driveway (fill out park permit on website)
- Would like a reminder sent for dues

PIPS:

- Lot 10 request to paint house. Approved
- Lots 229/230 request tree removal. Approved

New Board Members and Positions

- President: Jim Buckley
- Vice President: Cody Meyer
- Treasurer: Naomi Hoffman
- Rec Center/RV Lot: Mackenzie Mast
- Maintenance: Joel Wagstaff
- Property Standards: Kim Bishop
- Secretary: Tia Branstetter

Unfinished Business:

- Habitat Conservation Program Green spaces No update, Britta will join us the June 9th
- Bookkeeper Position may need to be updated with a REV and brought to the board. Some months are busier than others and an hourly wage may be better way to go.
- Electric bill has been high but it also decreased a bit. Suggestions for PGE to diagnose thermostat or line failures.
- HOA documents storage still trying to come up with a solution



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Finished Business:

- Past due taxes are being processed
- Webmaster Position has been filled by Elisa Buckley. Thank you!

New Business:

- No Mans Land, retaining wall impacted by increased water flow, present to Britta at June 9th meeting
- Pool opening June 18th
 - Lifeguards-2 returning and 2 getting certified.
 - Pool Permit-Check on Permit for 2022 season
 - Swim lessons-If we find an instructor, parents need to stay
 - Cleaning and opening deck we need volunteers
- List of HOA members
 - Guest Swim \$1.00

President: Jim Buckley

- None

Vice President: Cody Meyer

- Pool Opening Schedule, maybe keep the same as last year

Treasurer: Naomi Hoffman

- May Treasurer's Report
- Balance Sheet as of May 12, 2022:
- Checking: \$32,234.61
- Money Market: \$24,559.57
- Reserve: \$18,958.78
- Total: 75,752.96
- Expenses for May 2022 were: \$ \$2,725.71
- In detail:
- \$1,705.00 Common Area Maint - Contractors
- \$463.08 Utilities
- \$346.25 Insurance Expense
- \$211.38 Everything else
- Total outstanding dues/finance charges/rv lot/rental: \$21,685.02
- \$2370.61 outstanding dues were paid in the last 30 days
- Checking account has been reconciled up to March 2022



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Rec. Center/RV Lot: Mackenzie Mast(Tinsia Hardman)

- Pool parties need lifeguards
- Rental on Friday/Saturday(Saturday is more) Set up at 6:30pm no earlier 6:30pm-9pm
- Picking up on rentals
- Going to pick up TP dispensers that work(Georgia Pacific)
- Working with Mackenzie and Mira on RV Lot clean up

Property Standards: Kim Bishop

- None

Maintenance: Joel Wagstaff

- None

Meeting adjourned at 9:07pm

Motioned: 1st Kim/2nd Naomi

Submitted by:Tia Branstetter Secretary

Next board meeting is scheduled for June 9th at 7pm.



20555 SW Rosa Rd. • Aloha • OR • 97078-3712

June 9, 2022 Board Meeting Minutes

Meeting called to order at 7:03 pm

Board Members Present: Jim Buckley, Naomi Hoffman, Mackenzie Mast, Joel Wagstaff and Tia Branstetter

Board Member Absent: Cody Meyer, Kim Bishop

Board Quorum: Yes

Approval of Board Meeting Minutes May 12, 2022: Approved (1st Naomi/2nd Mackenzie)

Homeowner Attendance: 11

Homeowner Concerns/Comments:

- Weeds in Island and RV Lot/Going to call to AJ Landscaping
- Play grounds need wood chips.
- Handicap access to pool: Researching possibilities to obtain

PIPS:

- Lot 282 primed siding is same color and dumpster permit, Approved
- Lot 411 wrought iron fence installation: Approved
- Request to Paint pillars, color Approved
- Lot 167 Request to paint: Color approved

Unfinished Business:

- Habitat Conservation Program Greenspaces Urban specialist Britta Pajunas with Audubon Megan and Water resource project manager Roger Emanuel joined our meeting to give us information on the future project of our greenspaces. Along with information to improve our own properties.
- Past due Taxes checkpoint: extension
- Electric bill has decreased and has been checked out by PGE. Replaced Thermostat bill was lower.
- Webmaster/Elisa Buckley has been busy updating the CCHOA Website. Check it out!
- Pool opening June 18th: Getting all details finalized (cleanup, schedule, swim lessons, lifeguards)

New Business:

- No Mans Land/removal of branch on fence/Approved
- Cross Creek Times editor
- Mailing annual invoices
- Playground bark chips/ Approved

President: Jim Buckley

- Thank you Webmaster!

Vice President: Cody Meyer

- N/A



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Treasurer: Naomi Hoffman

- June Treasurer's Report
- Balance Sheet as of May 9, 2022
- Checking: \$32,674.32
- Money Market: \$24,559.77
- Reserve: \$18,958.94
- Total: 76,193.03
- Expenses for May 2022 were: \$6,576.84
- In detail: (**highlighted expenses are the ones not budgeted**)
- Landscape maintenance: \$1705+\$2200(for no mans land)
- PGE: \$264.90
- Bookkeeper: \$1030.06 (\$428.61 was for April-you can see April #s don't have payroll deduction)
- NW Natural: \$43.31
- Ionos email: \$11.88
- Bookkeeper Software: \$361*(is this for more than a month? I budgeted \$100)
- Insurance: \$346.25
- Toilet paper: \$45.61
- Pool license: \$314
- Barrier pest control: \$35
- Zoom meeting subscription and food for annual meeting: \$219.83
- Total outstanding dues/finance charges/RV lot/rental: \$17503.96
- \$2370.61 outstanding dues were paid in the last 30 days

Rec. Center/RV Lot: Mackenzie Mast

- List of eligible pool users /late dues need paid by July
- RV Lot updated by end of July
- paper work will be sent out

Property Standards: Kim Bishop

- N/A

Maintenance: Joel Wagstaff

- Thermostat replaced, Bridge ballast, Needs stain?

Meeting Adjourned at 9:08pm

Motioned: 1st Joel/2nd Naomi

Submitted by: Tia Branstetter Secretary

Next board meeting is scheduled for July 14th at 7pm



20555 SW Rosa Rd. • Aloha • OR • 97078-3712

July 14, 2022 Board Meeting Minutes

Meeting called to order at 7:03 pm

Board Members Present: Jim Buckley, Cody Meyer, Naomi Hoffman, Mackenzie Mast, Joel Wagstaff,
Tia Branstetter

Board Member Absent: Kim Bishop

Board Quorum: Yes

Approval of June Board Meeting Minutes: Approved

Homeowner Attendance: 7

Homeowner Concerns/Comments:

- Address Pool Rules and help clarify

PIPS:

- None

UNFINISHED BUSINESS:

- Past due taxes checkpoint: Accountant 2020/2021, still on hold. Ask other HOAs' for ideas
- Electric bill is better-\$400. Bathroom furnace Maintenance complete
- Additional wood chips to complete Bermuda Court, Bug Park: \$500 Approved

NEW BUSINESS:

- Pool update: Unaccompanied minors must be age 10 or older.
Children age 7-9 must be accompanied by someone age 14+.
Children 6 and under must be accompanied by a parent/guardian (18+).

The swim test has been expanded to ensure that swimmers have the endurance and skill needed to swim safely in the deep end.

This test is administered at the lifeguard's discretion, regardless of age.

Deep end privileges may be revoked if you appear to have difficulty in the deep end (even after successfully passing the test).

The swim test will not be administered during busy times.

There is no pushing off the wall, stopping at either end of the pool to catch your breath, nor taking any breaks between laps.

The new test is:

100 feet of freestyle/crawl (4 laps- back and forth twice)

100 feet of backstroke (4 laps- back and forth twice)

60 seconds of treading water

- Complaint regarding chickens Lot 202: Kim is tracking this down
- Dues and RV notices: Have been sent out. (wait list)

New Business Cont,

- Membrane Roof evaluation-Joel: Inspected and 30% loss of granules eventually leads to new roof.
- Pool Lift: Looking into installing best method. Pool lift committee was also formed. ADA is costly and is for public use. A donation box was suggested also to raise money.
- National Night Out Aug. 2: Burgers, hot dogs, drinks, face painting, condiments. Budget \$750 s Approved
- No Mans Land: Is overgrown again spray or spread free bark dust, Tabled for now
- Lawn care Ajs Landscaping? Checking for an update.

President: Jim Buckley

- Zoom Canceled

Vice President: Cody Meyer

- Keep pool chemicals stable, working with lifeguards, good on chlorine

Maintenance: Joel Wagstaff

- Tennis net is up, shrubs trimmed back by pool, and branch off fence

Treasurer: Naomi Hoffman

- July Treasurer's Report
- Balance Sheet as of July 14, 2022:
- Checking: \$54,263.48
- Money Market: \$24,559.97
- Reserve: \$18,959.09
- Total: \$97,782.54
- Expenses for June 2022 were:\$7201.60 - In detail:(Highlighted expenses are the ones not budgeted)
- Landscape maintenance: \$1,705.00 + 125.32
- PGE: \$221.09
- Bookkeeper: \$1029.85
- Natural Gas: \$28.76
- Microsoft: \$16.50 (for 2 months)
- Waste Management: \$87.90
- Insurance: \$351
- Toilet Paper: \$45.61
- Barrier pest control: \$35
- Misc. Pool Supplies: \$523.11
- Payroll taxes: \$171
- Heating company: \$260
- Lifeguard: \$129.33
- Bark chips: \$2000
- Deposit returned: \$260
- Water: \$257.74

Total outstanding dues/finance charges/rv lot/rental for this FY: \$3899.83

Total outstanding dues/finance charges/rv lot/rental for last FY: \$8672.45

\$25428.60 dues/fees/rv lot were paid in the last 30 days

Rec. Center/RV Lot: Mackenzie Mast

- Rentals going great
- Rental 6pm set up/parties start at 6:30pm(Pool area closes at 8:45pm)

Property Standards: Kim Bishop

- none

Owners Comments:

- Size of bulletin Ads-Mackenzie in charge
- Triathlon July 30th and Labor day. Approved
- Adult only swim night

Meeting adjourned at 8:44pm

Motioned: 1st Cody/2nd Naomi

Submitted by:Tia Branstetter Secretary

Next board meeting is scheduled for August 11th at 7pm at the Rec center.



20555 SW Rosa Rd. • Aloha • OR • 97078-3712

August 11, 2022 Board Meeting Minutes

Meeting called to order at 7:08 pm

Board Members Present: Mackenzie Mast and Tia Branstetter

Board Members Absent: Jim Buckley, Cody Meyer, Naomi Hoffman, Joel Wagstaff, and Kim Bishop

Board Quorum: No

Approval of July Minutes: Not Approved

Homeowners Attendance: 5

Homeowner Comments/Concerns

- Homeowner has concern for weeds that are spreading and would like board to look into outside help for prop standards.
- Post cards for yard beauty

PIPS

- Homeowner wanted to get approval on paint color for house Lot 232
- Lot 111 tree trimming
- Lot 236 three trees removal

Unfinished Business

- National Night Out-Great turnout Thank you to Cody and all for planning, setup and take down
- No Mans Land/other area -another area \$2300 (\$1350 + \$950) maintained more than once

New Business

- Revisit lifeguard Holiday pay- 4th of July and Labor Day
- Past due accounts When to send to collections
- Pool vacuum-2023?
- Louvers in bathroom door
- Bathroom fans and timers
- Squeezable mop with bucket
- Anti Slip mat for ladies bathroom door--Will email Naomi to see if we can purchase last 2 items

President: Jim Buckley

- None

Vice President: Cody Meyer

- None

Maintenance: Joel Wagstaff

- None

Treasurer: Naomi Hoffman

Rec. Center/RV Lot: Mackenzie Mast

- Emailed RV lots that still need registrations turned in.
- Waiting on 17 to respond
- Trying to get owners a spot who are on waiting list

Property Standards: Kim Bishop

- None

Owner Comments

- Who keeps the PIPS?
- Owner has a tree to be removed in his backyard and access is thru RV lot. Working with Mackenzie to get this done.

Meeting Adjourned at 7:40 pm

Submitted by Secretary: Tia Branstetter

Next Board Meeting is scheduled for September 8, 2022 at 7pm at the Rec Center



20555 SW Rosa Rd. • Aloha • OR • 97078-3712

September 8th, 2022 Board Meeting Minutes

Meeting called to order at 7:02pm

Board Members Present: Jim Buckley, Cody Meyer, Naomi Hoffman, Mackenzie Mast, Joel Wagstaff and Tia Branstetter

Board Members Absent: Kim Bishop

Board Quorum: Yes

Approval of July Minutes: Yes

Approval of August Minutes: Yes

Homeowners Attendance: 4

Homeowner Comments/Concerns

- Homeowner comments Carry on.

PIPS

- Lot 78 paint for house and trim approved
- Lot 323 change of previous paint color approved and recorded

Unfinished Business

- Past due taxes/Company reconciling accounts
- No Mans Land/other area bid \$2300 (\$1350 + \$950) maintained more than once? Reaching out to Habitat (Britta) for ideas
- Bookkeeper pay/revisited evaluated and approved

New Business

- Revisit lifeguard Holiday pay- 4th of July and Labor Day/time and a half on these days/approved
- Past due accounts, when to send to collections/start discussion in three months/1 year past due
- Pool vacuum-2023?/Looking for end of season deals/research and talk about this at a later meeting
- Louvers in bathroom door/yes
- Bathroom fans and timers/done
- Squeezable mop with bucket/the mop is good
- Anti Slip mat for ladies bathroom door/all are in good shape
- Three new carpets for the recenter/approved
- Close pool down for winter/Finished

President: Jim Buckley

- none

Vice President: Cody Meyer

- There has been a lot of work by our Lifeguards keeping the pools chemicals balanced, testing water, and vacuuming the pool.

Maintenance: Joel Wagstaff

- Evaluate Bridges again in Spring for Stain

Treasurer: Naomi Hoffman

Balance Sheet as of Sept 8, 2022

Checking:	\$47,410.20
Money Market:	\$18,959.41
Reserve:	\$24,560.37
Total:	\$90,929.98

Expenses for August 2022 were \$6853.93

Some expenses in detail:

Landscape maintenance:	\$1705
PGE:	\$165
Payroll:	\$2761.98
NW Natural:	\$394.86
Microsoft:	\$11.88
Waste Management:	\$87.90
Insurance:	\$351
Barrier Pest Control:	\$35
Misc. Pool Supplies:	\$61.17
Payroll Taxes:	\$1648.50
Lifeguard:	\$129.33

Total outstanding dues/finance charges/RV lot/rental for this FY: \$2325.66

Total outstanding dues/finance charges/RV lot/rental for last FY: \$7760.31

\$8917.14 dues/fees/RV lot were paid in the last 30 days

Rec. Center/RV Lot: Mackenzie Mast

- Trying to get owners a spot who are on waiting list
- Summer is when spaces are empty. Waiting for rvs to return.
- Pool rentals are done

Property Standards: Kim Bishop

- None

Owner Comments

- Earth day/Beautification day to clean up beautify our neighborhood
- Join Deline HOA for a 5K run Halloween with snacks and dress up
- Newsletter Suzie McCray Articles with pictures, young journalists in CCHOA, 30 days to get material submitted to Suzie
- Willow tree removal

Meeting Adjourned at 8:52pm

Submitted by Secretary: Tia Branstetter



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October 13, 2022 Board Meeting Minutes

Meeting called to order at 7:06pm

Board Members Present: Cody Meyer, Naomi Hoffman, Mackenzie Mast, Joel Wagstaff and Tia Branstetter

Board Member Absent: Jim Buckley, Kim Bishop

Board Quorum: Yes

Approval of September Minutes: Yes 1st Joel Wagstaff / 2nd Mackenzie Mast

Homeowner Attendance: 2

Homeowner Concerns/Comments:

- Appreciation to Board, Thank You!

PIPS:

- Lot 101 Tree removal (7 trees) - Approved
 - Lot 207 1 fence for Privacy with step down - Approved
- 1 decorative fence in front yard (need more info)
- Lot 115 House Paint and Trim - Approved
 - Lot 228 Fence with retaining wall (need more info)

Unfinished Business:

- Past due taxes checkpoint - Taxes are still being reconciled by accountant
 - Motion made to determine if a new Accountant for taxes is needed.
- Motion approved 1st Joel Wagstaff / 2nd Mackenzie Mast
- Property standard board member - Jim Buckley is overseeing this at this time

New Business:

- Carlin Homeowners Association rent rec center second Tuesday of each month - No, Homeowner needs to live in Cross Creek HOA.
- HB 2534 - governing documents cannot contain discriminatory language and checking on this in our CCHOA By-Laws
- Pool filter for next year (Cleaning takes an excessive amount of time possibly having two sets of filters instead of one could help. Tabled for future agenda in spring

President: Jim Buckley

None

Vice President: Cody Meyer

Pool chemicals good. Filters need cleaning Winter ready

Treasurer: Naomi Hoffman

October Treasurer's Report

Balance Sheet as of Oct. 13, 2022

Checking:	\$43,758.82
Money Market:	\$18,959.56
Reserve:	\$24,560.57
Total:	\$87,278.95

Expenses for September 2022 were: \$10,681 – Some expenses in detail

National Night out food/supplies: \$602.07

PGE: \$184.51

Payroll: \$2698.43

NW Natural: \$84.54

Microsoft: \$8.25

Insurance: \$351

Barrier Pest Control: \$35

Payroll Taxes: \$1723.88

Total outstanding dues/finance charges/RV lot/rental for this FY: \$2559.84 (more than last month because of finance charges)

Total outstanding dues/finance charges/RV lot/rental for last FY: \$7348.94 (\$411.47 less than last month)

\$3570 dues/fees/RV lot were paid in the last 30 days

Rec. Center/RV Lot: Mackenzie Mast

Rec center November 5th Holiday bazaar, Planting event at park

RV lot / 2 new spots Oct. 1st taken - 4 on waiting list - 2 small vacant lots - 2 no response (no pro rate incoming and no refund when ending rental)

Property Standards:

None

Maintenance: Joel Wagstaff

None

Homeowner Comments:

Awesome

Meeting Adjourned at 8:47pm 1st Naomi Hoffman / 2nd Tia Branstetter

Submitted by: Tia Branstetter Secretary

Next board meeting is scheduled 7pm on November 10, 2022 at the Rec Center

November 10, 2022 Board



20555 SW Rosa Rd. • Aloha • OR • 97078-3712

Meeting called to order at 7:00pm

Board Members Present: Jim Buckley, Naomi Hoffman, Mackenzie Mast and Tia Branstetter

Board Members Absent: Cody Meyer, Joel Wagstaff

Board Quorum: Yes

Approval of October Minutes: Yes (spelling corrections) 1st Naomi Hoffman / 2nd Mackenzie Mast

Homeowner Attendance: 1

Homeowner Concerns/Comments:

- N/A

PIPS:

- Lot 203 – Dead tree by curb starting to lean removal approved.

Unfinished Business:

- Past due taxes checkpoint – Called no response; Appointment with new CPA
- Property standard board member – Open position, list on website
- HB 2534 – governing documents can not contain discriminatory language. Check with lawyer to make sure By-Laws are up to par

New Business:

- Leaf Pick up \$3700 bid – Approved 1st Mackenzie Mast / 2nd Tia Branstetter
- Present wrapping at recenter – not this year
- Vacuum for Rec center \$300.00 – Approved 1st Mackenzie Mast / 2nd Tia Branstetter

President: Jim Buckley

Thank you for the nice note from a homeowner

Vice President: Cody Meyer

None

Treasurer: Naomi Hoffman

November Treasurer's Report

See attached

Rec. Center/RV Lot: Mackenzie Mast

Rec center / RV lot – Bazaar was profitable, 10 vendors are a comfortable fit.

Property Standards:

None

Maintenance: Joel Wagstaff

None

Homeowner Comments:

None

Meeting Adjourned at 7:32pm 1st Tia Branstetter / 2nd Mackenzie Mast

Submitted by: Tia Branstetter Secretary

Next board meeting is scheduled 7pm on December 8, 2022 at the Rec Center



20555 SW Rosa Rd. • Aloha • OR • 97078-3712

December 8, 2022 Board Meeting Minutes

Meeting called to order at 7:00pm

Board Members Present: Jim Buckley, Cody Meyer, Naomi Hoffman, Mackenzie Mast and Tia Branstetter

Board Members Absent: Joel Wagstaff

Board Quorum: Yes

Approval of November Minutes: Yes, 1st Mackenzie Mast / 2nd Naomi Hoffman

Homeowner Attendance: 3

Homeowner Concerns/Comments:

- Tarp for covering pool covers during the winter. Pool cleaner progress is being researched to find appropriate type for our pool. Planting a Tree in Triangle area of green way. In next 3 months. Yes

PIPS:

- Lot 228 – Retaining wall: approved / 8 ft. fence: not approved, (6 ft fence: approved). Otherwise need more information.
- Lot 207 – decorate fence in front yard: not approved.
- Lot 59 – New patio cover on side of house: approved

Unfinished Business:

- Past due taxes checkpoint – New Tax Accountant hired. Reconciled Taxes 2018,2020 and will be done by end of month. Rates are cheaper than previous accountant. Thank you Naomi!
- HB 2534 – governing documents can not contain discriminatory language. Check with lawyer to make sure By-Laws are up to par: \$750 Review documents and file certificate. And, or \$1250 if amendment required: could be more: Approved \$1500 to review first: 1st Mackenzie Mast / 2nd Tia Branstetter
- RV Lot billing entry and exit – Coming In: Prorated / Exiting: No refund (RV LOT Paperwork)

New Business:

- W2 sent in January
- Approve budget in February meeting – Draft in January: Rec Center and RV needs, etc.
- Cross Creek Village mail tampering issues – Mail boxes were broken into

President: Jim Buckley

None

Vice President: Cody Meyer

Checks and balances of chemicals are mostly good but need to take sample to Apollo.

Treasurer: Naomi Hoffman

December Treasurer's Report:

Balance Sheet as of December 26, 2022:

Checking: \$63,266.70

Money Market: \$18,959.87

Reserve: \$24,560.97

Total: \$106,787.54

Income: \$18,821.45

Expenses for November 2022 were: \$3,216.56

Some expenses in detail:

Attorney annual retention fee: \$150

PGE- \$24.77

Payroll: \$398.25

NW Natural- \$16.88

Microsoft: \$8.25

Insurance: \$351

Landscaping: \$1705

Total outstanding dues/finance charges/rv lot/rental for this FY: \$37,546.50

(more than last month because of finance charges)

\$6920.23 dues/fees/rv lot were paid in the last 30 days!

107 homes have not paid dues for 2022 which is 35%

Rec. Center/RV Lot: Mackenzie Mast

Rec center / RV lot – Rental for Christmas and Code on RV lot lock change, 2 spots not paid, 2 spots need paperwork filled out, spot numbers need cleaning.

Property Standards:

None

Maintenance: Joel Wagstaff

None

Homeowner Comments:

Leaves on Rosa Road need to be picked up/cleaned by homeowners. Pool electric outlet is loose and wiggles. Shout out to Homeowner Alicia! Thank you for helping a neighbor who had fallen and needed assistance.

Meeting Adjourned at 8:57pm: 1st Tia Branstetter / 2nd Mackenzie Mast

Submitted by: Tia Branstetter Secretary

Next board meeting is scheduled 7pm on January 12, 2023 at the Rec Center