



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

## January 12, 2023 Board Meeting Minutes

Meeting called to order at 7:04 pm

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

Board Members Absent: Mackenzie Mast

Board Quorum: Yes

Approval of December Minutes: Yes, 1<sup>st</sup> Naomi Hoffman / 2<sup>nd</sup> Tia Branstetter

Homeowner Attendance: 2 and 1 by phone

### Homeowner Concerns/Comments:

- None

### PIPS:

- None

### Unfinished Business:

- Past due taxes checkpoint – 2020/2021 taxes are filed.
- HB 2534 – governing documents can not contain discriminatory language, checkpoint: By-laws have been reviewed by Lawyers and were up to par as written. Certificate was filed.
- Review draft budget for approval at February Meeting. Working on to send out to Homeowners.
- Bookkeeper is working on W2's to send out by January 15th

### New Business:

- Annual Meeting is coming up on the third Thursday in April. (April 20, 2023)
- Two Board Member Positions are Open.

### President: Jim Buckley

None

### Vice President: Cody Meyer

Chemicals and acid are up, water test was good, changed filters and flow picked up.

**Treasurer: Naomi Hoffman**

January Treasurer's Report:  
Balance Sheet as of January 12, 2023:

Checking:	\$60,473.34
Money Market:	\$18,960.03
Reserve:	\$24,561.17
Total:	\$103,994.54

Income: \$6920.23  
Expenses for December 2022 were: \$3,216.56  
Some expenses in detail:

Quickbooks software:	\$105
Amazon:	\$145.99 (Dec 5)
PGE:	\$137.13
Payroll:	\$331.88
TVW:	\$121.68
Insurance:	\$351
Landscaping:	\$1705
IRS:	\$66.10
Waste Management:	\$87.90

Total outstanding dues/finance charges/rv lot/rental for this FY: \$38,356.49  
(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**

None

**Property Standards:**

None

**Maintenance: Joel Wagstaff**

Vintage Wooden playground structure needs handles replaced, check tree removal of dead willow

tree by sports court. Will take care of outside loose outlet. Roof on rec center needs replaced in the next 3 years.

**Homeowner Comments:**

Basketball court fence is weak and in need of updating.

Meeting Adjourned at 8:20pm: 1<sup>st</sup> Joel Wagstaff / 2<sup>nd</sup> Cody Meyer

Submitted by: Tia Branstetter Secretary

Next board meeting is scheduled 7pm on February 9, 2023 at the Rec Center



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

## February 9, 2023 Board Meeting Minutes

Meeting called to order at 7:06 pm

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

Board Members Absent: Jim Buckley and Mackenzie Mast

Board Quorum: Yes

Approval of January Minutes: Yes, with corrections, 1<sup>st</sup> Naomi Hoffman / 2<sup>nd</sup> Tia Branstetter

Homeowner Attendance: 3

### Homeowner Concerns/Comments:

- None

### PIPS:

- None

### Unfinished Business:

- HB 2534 – governing documents can not contain discriminatory language, checkpoint: By-laws have been submitted.
- Robot Pool Vacuum-\$2000 set aside
- Review and approve budget. Working on to send out to Homeowners.
- Annual Meeting – Third Thursday - 7pm on April 16, 2023 at the Rec center  
-Two board member positions open

### New Business:

- Laptop for Lifeguards - \$600 approved, 1<sup>st</sup> Cody Meyers / 2<sup>nd</sup> Joel Wagstaff
- Bookkeeper decisions - \$1000 for cleanup of Accounts approved, 1<sup>st</sup> Naomi Hoffman / 2<sup>nd</sup> Tia Branstetter (with updates on this process)
- Earth Day volunteer project - tabled (Mackenzie)
- Vintage Play Structure (height and lack of rails) - tabled

### President: Jim Buckley

None

### Vice President: Cody Meyer

None

**Maintenance: Joel Wagstaff**

AJ Landscaping lime application on grass

**Treasurer: Naomi Hoffman**

Reviewing Budget info for approval. See Treasurer's report

**Rec. Center/RV Lot: Mackenzie Mast**

None

**Property Standards:**

None

**Homeowner Comments:**

None

Meeting Adjourned at 8:33 pm: 1<sup>st</sup> Cody Meyer / 2<sup>nd</sup> Naomi Hoffman

Submitted by: Tia Branstetter Secretary

Next board meeting is scheduled 7pm on March 9, 2023 at the Rec Center

Annual Meeting is 7pm on April 20, 2023 at the Rec Center



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

## March 9, 2023 Board Meeting Minutes

Meeting called to order at 7:01 pm

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

Board Members Absent: Cody Meyer

Board Quorum: Yes

Approval of February Minutes: Yes, with corrections 1<sup>st</sup> Joel Wagstaff / 2<sup>nd</sup> Mackenzie Mast

Homeowner Attendance: 4

### Homeowner Concerns/Comments:

- None

### PIPS:

- None

### Unfinished Business:

- HB 2534 – governing documents can not contain discriminatory language, checkpoint: By-laws are waiting for Notarization by State
- Robot Pool Vacuum \$2000 in budget and research in progress
- Review and approve budget: Approved – 1<sup>st</sup> Mackenzie Mast / 2<sup>nd</sup> Tia Branstetter
- Annual Meeting – Third Thursday – 7pm on April 20, 2023 at the Rec center
- Bookkeeper decisions – Placeholder
- Earth Day volunteer project Saturday April 22<sup>nd</sup>

### New Business:

- Laptop for Lifeguards – Still looking for best price, purchase by April
- RV Lot Agreement – All RVs need to be updated yearly with appropriate paperwork, and dues payment. We will try to contact owner first but RV may be removed from storage.

### President: Jim Buckley

None

### Vice President: Cody Meyer

None

**Maintenance: Joel Wagstaff**

Three posts in pool/Basketball court needs to be replaced. Play Structure (east of Rosa Dr) is in need of modifications to make it steady. Bark chips for playgrounds.  
Willow tree removed by summer.

**Treasurer: Naomi Hoffman**

See Treasurer's report

**Rec. Center/RV Lot: Mackenzie Mast**

None

**Property Standards:**

None

**Homeowner Comments:**

Electronically sent payments? There is a fee with electronic payments total 6%.  
Lifeguard recruiting! Need wrap for pool covers and move to roof overhang.

Meeting Adjourned at 8:16 pm: 1<sup>st</sup> Mackenzie Mast / 2<sup>nd</sup> Joel Wagstaff

Submitted by: Tia Branstetter Secretary

Next board meeting is scheduled 7pm on April 13, 2023 at the Rec Center

Annual Meeting is 7pm on April 20, 2023 at the Rec Center



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## April 13, 2023 Board Meeting Minutes

Meeting called to order at 7:01pm

Board Members Present: Jim Buckley, Joel Wagstaff, Mackenzie Mast, and Cody Meyer (at 7:04pm)

Board Members Absent: Naomi Hoffman and Tia Branstetter

Board Quorum: Yes

Approval of March Minutes: Yes 1<sup>st</sup> Cody Meyer / 2<sup>nd</sup> Mackenzie Mast

Homeowner Attendance: ? I forgot to count? Sorry ☹️

### Homeowner Concerns/Comments:

- Sheriff of Washington County attended the meeting at the Board's request to answer questions regarding the homeless man with the car parked in the rec center parking lot.
  - Contact Info: Deputy Zach Majors, (503) 846-3998 x1035, [zach\\_majors@co.washington.or.us](mailto:zach_majors@co.washington.or.us), non-emergency dispatch line (503) 629-0111
  - Overall Consensus: sheriffs, police officers, HOPE representatives, CCHOA Board members, and fellow CCHOA homeowners all want the same things: we all want unhoused individuals removed from the streets and our rec center parking lots and placed somewhere safe where they have resources, rehab, treatment, the ability to stabilize, etc. We all want to address neighborhood concerns and safety, in ways that are humane and comply with current laws, which are *complicated*. Look up HB3115, the 9<sup>th</sup> circuit case Martin v. Boise, our current county commissioner drafting bills right now, Washington County initiatives to create tiny homes, etc. Currently, legally speaking, according to Deputy Zach, our law enforcement are operating in a "grey zone" until the new county ordinance is passed.
  - What was done about this last month's issue: fellow CCHOA homeowners made innumerable phone calls to the Washington County Non-Emergency Dispatch at (503) 629-0111 (shoutout to our community for stepping up to the plate and everyone working together), while board members worked tirelessly behind the scenes to figure out how to remove the unhoused individual. Specifically, what was causing the hold up was the unhoused individual's moving the car to different parking spaces, combined with laws not allowing the car to be removed with someone still inside of it, added to a sprinkling of confusion over whether or not our rec center parking lot was legally private or public property. Basically, getting homeless people removed is a tough, long, complicated problem.
  - What we've learned:

- If we run into this issue again, the best thing to do is for everyone to **call the Washington County Non-Emergency Dispatch at (503) 629-0111. KEEP REPORTING.** This is basically the only thing anyone can do, and the more calls made, the better. Multiple calls makes the unhoused individual a “known issue.”
- **DO NOT FEED UNHOUSED INDIVIDUALS** and **DO NOT INVITE THEM TO STAY.** Feeding the homeless can discourage them from seeking help from proper sources, and could lead to more homeless showing up on our doorsteps (it’s how other encampments have started in the past). Do not invite them to stay or use resources (such as the rec center), as that creates legal problems when trying to remove them. These legal problems when trying to remove them would not only affect the unhoused individual, and the police and other organizations trying to remove them, but could also negatively affect the individual homeowner who issued the invite.
- It is complicated to remove people existing as unhoused individuals in our neighborhood. It is much easier to remove unhoused individuals if they are committing a crime, such as littering, trespassing, damaging property, theft, expired tags on their vehicle, indications that their vehicle is abandoned or non-mobile (such as flat tires), etc. If you see an actual crime, call the police and report it. Every bit helps.
- If our community would like a representative of the Washington County Sheriff’s Office to come out to future HOA meetings and answer questions or give us neighborhood crime statistics, they are happy to attend monthly meetings whenever requested.
- For issues such as the blind area when driving over by Rosa and Rosa, any individual homeowner can call Land Use Transportation and report the issue. The board can’t do much about street parking or signage, but individual homeowners can! Call and report issues, when you feel like where cars are allowed to park is causing a hazard in our neighborhood.
- Other bits and bobs:
  - If you get graffiti anywhere on or near your property, Deputy Zach recommends power-washing it off immediately before the paint has time to set in.
  - Deputy Zach recommends individual homeowners put up cameras on their properties (they make battery powered ones now that are apparently pretty good) and other safety devices, such as security films on front door glass, and toggle locks. Safety first!

**PIPS:**

- Lot 71 – Cedar stain of decking approved, contingent upon the deck being in the backyard. Submitted PIP did not contain enough information for the board to determine whether the proposed change was in the front yard or the back.

**Unfinished Business:**

- HB 2534 – governing documents can not contain discriminatory language, checkpoint: by-laws are still waiting for Notarization by State.

### **New Business:**

- The Board and the CCHOA homeowners who attended the meeting came to the conclusion after discussion amongst themselves and with Deputy Zach, that putting up a sign at our rec center stating something like “No Overnight Camping” or “Private Parking for HOA Residents Only” would not solve any homeless issues in the future. The board has decided not to order any additional signage at this time.
- **Annual Meeting – Third Thursday – 7pm on April 20, 2023 at the Rec Center.**
- Upcoming Annual Meeting – **need 39 proxy votes**. Currently the board has not received enough proxies to conduct votes, with one week until meeting. If homeowners are not planning to attend the annual meeting, we need them to submit proxy ballots!
- Upcoming Annual Meeting – **NEED VOLUNTEERS**. There are currently 3 seats on the board up for election, running uncontested. CCHOA needs our fellow homeowners to step up and volunteer to be new board members. Please attend the annual meeting next week to vote for new members, or become one yourself!

### **President: Jim Buckley**

- HOA Pool Class on Wednesday, May 10, 2023 – Washington County Environmental Health is sponsoring a Pool/Spa Operation & Maintenance class aimed at anyone responsible for the water quality, record keeping, chemical storage and general upkeep of a public swimming pool or spa in Washington County. This includes pools and spas affiliated with apartments, condos, schools, recreational facilities, and travelers’ accommodations. Cost to attend is \$30. CCHOA would like to send a representative. Currently, no board members are available due to scheduling conflicts. The board hopes to send someone, and will be communicating internally to see if it is feasible.

### **Vice President: Cody Meyer**

- None

### **Maintenance: Joel Wagstaff**

- Removal of Willow Tree - Currently have two out of three requested quotes for removal of the rotting willow tree on Rec Center property. The tree is dying and drops leaves that stain pool and cause a nuisance for the lifeguards. It needs to be removed. Current quotes are both at \$1,500. Waiting on the third quote to decide which company to utilize. Board approved up to \$1,500 for the removal, 1<sup>st</sup> Cody Meyer / 2<sup>nd</sup> Mackenzie Mast.
- No Man’s Land – discussion and decision on quotes for mowing no man’s land is scheduled for the May meeting, to ensure it can be scheduled for right before July 4<sup>th</sup>. Preliminary quotes in the range of \$3,000. Waiting on additional quotes before a decision is made.
- Homeowner attending meeting has an issue with an old HOA mailbox, that will be solved tomorrow by Joel and a sawzall. (Kudos to Joel for getting it done).

### **Treasurer: Naomi Hoffman**

- None

## **Rec. Center/RV Lot: Mackenzie Mast**

- Earth Day Volunteer Project - Saturday April 22<sup>nd</sup> – two events:
  - a Naturescaping Workshop - hosted at the Rec Center from 10am to noon, which will teach residents how to support wildlife while saving time and money by gardening with native plants. Lunch will be provided by the Tualatin Soil and Water Conservation District, who is hosting the event in collaboration with Clean Water Services, Native Plantscapes NW, and Backyard Habitat Certification Program (which is affiliated with Portland Audubon and Columbia Land Trust). This workshop is geared towards residents of the CCHOA and the Deline Homeowners Association. This workshop is an extension of the ongoing greenspace enhancement project, and should be a fun way to learn some new things and celebrate Earth Day with our neighbors!
  - a Greenspace Work Party – hosted at Snail Park near SW 203<sup>rd</sup> Ave from 1pm to 3pm. Join your fellow neighbors on Earth Day to plant native plants and learn about creating an eco-lawn! Twenty-five volunteers joined us at last Fall's community planting event. So far, we have 12 community members signed up for next weekend! Join us, as we work as part of a larger restoration effort that includes ourselves, our neighboring HOA (Deline), and Butternut Creek! We've planted more than 9,000 native plants so far, in the CCHOA and Deline greenspace!
- Lockbox for Rec Center – Discussion and decision on purchasing a lockbox or keypad for the rec center, to better facilitate rentals, etc., scheduled for the annual meeting next week. Options will be brought and discussed.

## **Property Standards:**

- None

## **Homeowner Comments:**

- None

Meeting Adjourned at 8:45 pm: 1<sup>st</sup> Mackenzie Mast / 2<sup>nd</sup> Cody Meyer

Submitted by: Mackenzie Mast, Rec Center & RV Lot Coordinator

Next board meeting is scheduled 7pm on May 11, 2023 at the Rec Center

Annual Meeting is 7pm on April 20, 2023 at the Rec Center



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## Annual Meeting April 20, 2023

Meeting called to order at 7:36 pm

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

Board Member absent:

Approval of 2022 Annual Meeting Minutes: Yes, 1<sup>st</sup> Mackenzie Mast / 2<sup>nd</sup> Naomi Hoffman

Quorum: Yes

Homeowner Attendance: 23

### Election of Board Members:

- Proxies Counted 31
- Nominations : Missy Villa -54 Votes  
Debi Cornell - 54 Votes  
Molly Holmes - 54 Votes

All nominees were accepted. Welcome to the board.

Positions will be assigned at next Homeowners meeting in May.

### Business:

- No Open discussion

### Board Members Report (Committees, Homeowners)

- Dues are mailed out or emailed (if signed up for email invoice) They are sent in June and due by November 15<sup>th</sup>.
- News letter information on line has not been updated for some time.
- Looking for a homeowner interested in learning the pool staff support person. This is a volunteer position.
- The House-less person was moved to a more suitable environment.

### PIPS:

- Before doing Home improvement in neighborhood please fill out a PIP.

Thank You to Jim Buckley for your service to Cross Creek HOA, also Thank you to Elisa for the new website and Running the Administrative duties for the pool operations.

Meeting Adjourned at 8:28 pm 1<sup>st</sup> Cody Meyer / 2<sup>nd</sup> Mackenzie Mast

Submitted by Tia Branstetter

Next Annual Board Meeting April 18, 2024 at 7pm



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## May 11, 2023 Board Meeting Minutes

Meeting called to order at 7:08 pm

Board Members Present: Cody Meyer, Naomi Hoffman, Molly Holmes, Missy Villa, Debbie Cornell, Tia Branstetter, Jim Buckley and Joel Wagstaff

Board Members Absent: Mackenzie Mast

Board Quorum: Yes

Approval of 2023 April Minutes: Yes, 1<sup>st</sup> Joel Wagstaff / 2<sup>nd</sup> Naomi Hoffman

Homeowner Attendance: 5

### Homeowner Concerns/Comments:

- None

### PIPS:

- Lot 411 Wants to put in a raised area in front lawn for plants. - Approved
- Lot 177 Remove a large maple tree that is damaging the driveway and replace with an evergreen. - Approved
- Lot 39 Chimney is separating from house needs repair, - Approved.  
also downspouts and drainage pipes need to have access to creek for run-off. Asking to install a drain pipe to creek under pathway, First, please call Clean Water Services for clearance and Home owner takes responsibility to any damage to walkway being surrounding area if damaged. Let Cross Creek HOA know the CWS approval in writing before this can be approved.

### Unfinished Business:

- HB 2534 - governing documents cannot contain discriminatory language, checkpoint: By-laws have been Notarized and Back in Lawyers hands now
- Robot Pool Vacuum \$2000 in budget - two units were similar and will purchase best option for our pool (Pentar 920 or Dolphin S-200)
- Rental lock box for same day hand off only - researching best option and prices  
Lock Box is for September thru May. Lifeguards can transfer key during the summer.
- Clean out no man land before the 4<sup>th</sup> of July - Arbor Life \$2500 quote Approved: 1<sup>st</sup> Debbie Cornell / 2<sup>nd</sup> Molly Holmes (Make sure debris is removed)

## **New Business:**

- Transfer of Positions and documents: The next 30 days will be handing off all documents for positions:

President	Cody Meyer
Vice President	Naomi Hoffman
Treasurer	Missy Villa
Maintenance	Molly Holmes
Property Standards	Mackenzie Mast
Rec Center/RV Lot	Debbie Cornell
Secretary	Tia Branstetter
- Combine National Night out and Garage Sale with Deline?  
Yes for the Garage Sale it is on June 23-25.  
No for the National Night Out on August 1, 2023, host our own  
Maybe a Neighborhood Mingle night would be a nice idea.
- Bookkeeper position – invoices in June, minors employment form and Pool permit
- Pool Opens June 17<sup>th</sup> · Lifeguards -We have enough, Swim Lessons – No out of HOA lessons for only family members living in HOA with updated Dues. (dues updated every Monday) Guest swim – will stay at \$1.00 per guest. A list of members with the HOA privileges

### **President: Cody Meyer**

Check out software for the HOA it might be a plus for us.

### **Vice President: Naomi Hoffman**

None

### **Maintenance: Molly Holmes**

None

### **Treasurer: Missy Villa**

See Treasurer's report

### **Rec. Center/RV Lot: Debbie Cornell**

None

### **Property Standards: Mackenzie Mast**

None

### **Homeowner Comments:**

None

Meeting Adjourned at 8:45 pm: 1<sup>st</sup> Debbie Cornell / 2<sup>nd</sup> Missy Villa

Submitted by: Tia Branstetter Secretary

Next board meeting is scheduled 7pm on June 8, 2023 at the Rec Center



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## June 8, 2023 Board Meeting Minutes

Meeting called to order at 7:05 pm

Board Members Present: Cody Meyer, Naomi Hoffman, Molly Holmes, Missy Villa, Debi Cornell, Mackenzie Mast and Tia Branstetter

Board Members Absent:

Board Quorum: Yes

Approval of 2023 May Minutes: Yes, 1<sup>st</sup> Debi Cornell / 2<sup>nd</sup> Missy Villa

Homeowner Attendance: 3

### Homeowner Concerns/Comments:

- None

### PIPS:

- None

### Unfinished Business:

- HB 2534 - governing documents cannot contain discriminatory language, checkpoint: Waiting to hear back from Lawyers office
- Clean out No mans land: June 22<sup>nd</sup>, bid was not increased also Homeowner cut trees that were encroaching on his property
- Pool opens June 17<sup>th</sup>
- 6 Lifeguards
- Swim Lesson start on June 26<sup>th</sup>, July 7<sup>th</sup>, July 24<sup>th</sup> and August 4<sup>th</sup>
- Clean up pool before opening and remove cover June 10<sup>th</sup> @ 8am brush with water on the BB court (do not use any cleaning chemicals) and set up deck for opening on June 12<sup>th</sup> @ 6pm
- Otter Pops on opening day
- Bookkeeper Position is filled. Kathy Trammell is the new Bookkeeper. She has been very busy reconciling and updating accounts. Approval for additional hours during this time. 10 extra hours -Yes 1<sup>st</sup> Molly Holmes / 2<sup>nd</sup> Missy Villa
- Invoices are going out to Homeowners in June

### New Business:

- National Night out is on Tuesday, August 1<sup>st</sup> Plan for set up, food, volunteers, cook , finding vendors, etc. Announce on website
- Incentive for paying HOA dues on time with a chance to get a gift card (\$25)
- Garage sale on June 23<sup>rd</sup> - 25<sup>th</sup> text your lot # to Debi Cornell so she can get it on the map.
- Triathlon in the morning on July 29<sup>th</sup> ages 4-18. More info to come - adults September 2<sup>nd</sup>
- Office chair for the lifeguards

**President: Cody Meyer**

none

**Vice President: Naomi Hoffman**

None

**Maintenance: Molly Holmes**

None

**Treasurer: Missy Villa**

In the process of setting up Office 365 Outlook also the IRS declaration of 501C3 is needed

**Rec. Center/RV Lot: Debbie Cornell**

RV lot letters are ready to be sent tomorrow also verify that paperwork needs to be filled out before permission to use pool.

**Property Standards: Mackenzie Mast**

A homeowner walking group would be nice to help cover this amazingly large area. There is a lot of area to cover.

**Homeowner Comments:**

None

Meeting Adjourned at 8:39 pm: 1<sup>st</sup> Debi Cornell / 2<sup>nd</sup> Mackenzie Mast

Submitted by: Tia Branstetter Secretary

Next board meeting is scheduled 7pm on July 13, 2023 at the Rec Center



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## July 13, 2023 Board Meeting Minutes

Meeting called to order at 7:01 pm

Board Members Present: Cody Meyer, Naomi Hoffman, Missy Villa, Debi Cornell,  
Mackenzie Mast and Tia Branstetter

Board Members Absent: Molly Holmes,

Board Quorum: Yes

Approval of 2023 June Meeting Minutes: Yes, 1<sup>st</sup> Mackenzie Mast / 2<sup>nd</sup> Missy Villa

Homeowner Attendance: 5

### Homeowner Concerns/Comments:

- None

### PIPS:

- Lot 99 Paint, Roof and gutters updated: Approved 1<sup>st</sup> Mackenzie Mast / 2<sup>nd</sup> Debi Cornell
- Lot 145 Paint updated (Blue): Approved 1<sup>st</sup> Mackenzie Mast / 2<sup>nd</sup> Debi Cornell

### Unfinished Business:

- HB 2534 governing documents cannot contain discriminatory language, checkpoint: Waiting to hear back from Lawyers office -Still waiting
- Removal of Willow Tree: Need to contact Missy about removal on Friday, July 21<sup>st</sup> - Mackenzie will be present.
- CCHOA bank account:
  - Signers on account, removed Jim Buckley and Jason. Then added Cody Meyer and Molly Holmes.
  - Check Machine: Bank is suppose to reach out to Cody
  - Still working on getting Missy on the account

### New Business:

- Review Monthly financials: Audit to date for books - \$600 approved 1<sup>st</sup> Missy Villa / Debi Cornell
- Ideas to get Homeowners involved next meeting: Poolside meeting? Send out survey?
- National Night out is on Tuesday, August 1<sup>st</sup> planning checkpoint: \$600 Approved for food and fun. 1<sup>st</sup> Mackenzie Mast / 2<sup>nd</sup> Debi Cornell
- Raising dues
  - Projects needed in next 5/10 years
  - Projects wanted in next 5 years  
front walkway ADA >Accessibility

**President: Cody Meyer**

Looking ahead at funding for future needs for CCHOA

**Vice President: Naomi Hoffman**

Apps are working good for the pool clock in, Chlorine is good and lifeguards are all good

**Maintenance Report: Molly Holmes**

No-mans land is cleaned out. They cut a wire on a chain link fence but are going to fix it.

**Treasurer: Missy Villa**

None

**Rec. Center/RV Lot: Debbie Cornell**

Rec center if rented please if you pack it in please pack it out. RV lot Boat that needs paperwork.

**Property Standards: Mackenzie Mast**

A property standards meeting would be great to discuss issues in HOA

**Homeowner Comments:**

Expansion of 209<sup>th</sup> concerns

Meeting Adjourned at 8:55 pm: 1<sup>st</sup> Mackenzie Mast / 2<sup>nd</sup> Tia Branstetter

Submitted by: Tia Branstetter Secretary

Next board meeting is scheduled 7pm on August 10, 2023 at the Rec Center

August 2023

No Quorum



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## September 14<sup>th</sup> , 2023 Board Meeting Minutes

Meeting called to order at 7:05 pm

Board Members Present: Cody Meyer, Naomi Hoffman, Molly Holmes, Missy Villa, and Tia Branstetter

Board Members Absent: Debi Cornell and Mackenzie Mast

Board Quorum: Yes

Approval of 2023 July Minutes: Yes, 1<sup>st</sup> Naomi Hoffman / 2<sup>nd</sup> Missy Villa

Approval of 2023 August Minutes: Yes, 1<sup>st</sup> Tia Branstetter / 2<sup>nd</sup> Molly Holmes

Homeowner Attendance: 8

### Homeowner Concerns/Comments:

- “Hello” to Patrick a newer home owner in Cross Creek HOA! There was a question about running an ad for the upcoming Bazaar by the Century Marching Band. Also lifeguard pool clock in/out questions and ideas were presented by a homeowner. Another owner asked about low hanging trees in road ways (14ft clearance) call county. If on property then homeowner takes care of it.

### PIPS:

- Lot 200: House paint & siding colors - approved
- Lot 201: House paint colors - approved
- Lot 175: House paint colors - approved
- Lot 60: Tear down existing shed and build a new larger Shed. Check to see if County approves - Pending approval on Washington County
- Lot 171: Planted trees - approved

### Unfinished Business:

- Removal of willow tree: Company had folded but Douglas had reached out to finish the removal of the tree. He needs to be licensed and bonded. Check to see if AJ Landscaping to finish the job if needed.
- Bank account:
- Monthly financial: August 2022-2024 up to date Check scanner request, accountability, filed extension for Tax returns, reconciled numbers matched.

### New Business:

- Basketball fence Posts need to be replaced: get quotes and assess all posts.
- Ideas to get Homeowners involved.
- Raising dues – projects next 5 years. (1-5 years / 5-10 years)

**President: Cody Meyer**

work to improve data on information

**Vice President: Naomi Hoffman**

Need help putting pool equipment away and put cover on pool

**Maintenance: Molly Holmes**

Removed bark chips under gas meter, fixed wood panels in basketball courts, WD 40 solar waste cans, check sprinkler system, paths, and playgrounds.

**Treasurer: Missy Villa**

Pricing on internet for rec center \$600 a year – tabled. Looking into Cloud or Google work space 360. Checked on scanner \$30 monthly. Ziplly (3 months in summer) \$50 monthly, a T Mobile hot spot was \$30 monthly with data AM.

**Rec. Center/RV Lot: Debbie Cornell**

None

**Property Standards: Mackenzie Mast**

None

**Homeowner Comments:**

Homeowner suggested Gusto for time sheets

Meeting Adjourned at 8:30pm: 1<sup>st</sup> Missy Villa / 2<sup>nd</sup> Molly Holmes

Submitted by: Tia Branstetter Secretary

Next board meeting is scheduled 7pm on October 12<sup>th</sup>, 2023 at the Rec Center



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## October 12<sup>th</sup>, 2023 Board Meeting Minutes

Meeting called to order at 7:00 pm

Board Members Present: Cody Meyer, Mackenzie Mast, Molly Holmes, Debi Cornell and Tia Branstetter

Board Members Absent: Naomi Hoffman and Missy Villa

Board Quorum: Yes

Approval of 2023 September Minutes: Yes, 1<sup>st</sup> Molly Holmes / 2<sup>nd</sup> Mackenzie Mast

Homeowner Attendance: 4

### Homeowner Concerns/Comments:

- A homeowner asked if the signs for the meeting can be set out a day or two earlier, we will put out signs on Monday night the week of the meeting. Another homeowner asked about landscaping. AJ Landscapers work with Tualatin Soil and water. The Facebook page is not an official site for CCHOA it is an unofficial neighborhood site.

### PIPS:

- Lot 49: Mimosa tree removal 5 feet from street - approved
- Lot 60: Tear down existing shed and build a new larger Shed. Check to see if County approves - Pending approval on Washington County / Codes have been checked and fit all requirements for building a shed. (118 sq. ft.) -approved

### Unfinished Business:

- Re-org Board positions after Naomi Stepped down: Thank you Naomi Hoffman for all of your time and involvement in your neighborhood. We truly appreciate all you have done. Welcome Patrick Mowrey for stepping into a position on the Board!

President:	Cody Meyers
Vice President:	Mackenzie Mast
Maintenance:	Molly Holmes
Treasurer:	Missy Villa
Rec Center/RV Lot:	Debi Cornell
Property Standards:	Patrick Mowery

- Removal of willow tree: Arbor Life checked back with us and we declined. Checking AJ Landscaping to finish the job.
- Basketball fence posts need to be replaced – Sent photos to a company waiting to hear back on a bid.
- Pricing on internet for rec center \$600 a year – Approved 1<sup>st</sup> Molly Holmes / 2<sup>nd</sup> Mackenzie Mast.
- Monthly financial: Reconciled September 2020-2021, 22-2023 spreadsheet consistent didn't see any red flags. Need to talk to CPA for prior years.

**New Business:**

- Planting party for the creek restoration project December 2<sup>nd</sup>, 9am-noon. A post card will be sent out to Crosscreek Homeowners.

**President: Cody Meyer**

Working to improve data (information) -Looking at new software

**Vice President: Naomi Hoffman**

None

**Maintenance: Molly Holmes**

Bids from Asphalt company for paths (not cheap) Bridges are rickety, they are 5 years old and needs to be inspected

**Treasurer: Missy Villa**

None

**Rec. Center/RV Lot: Debbie Cornell**

Rec center: Blood drive rescheduled / RV Lot: rented vacant spot and 1 RV tags renewed

**Property Standards: Mackenzie Mast**

None

**Homeowner Comments:**

None

Meeting Adjourned at 8:50pm: 1<sup>st</sup> Mackenzie Mast / 2<sup>nd</sup> Patrick Mowrey

Submitted by: Tia Branstetter Secretary

Next board meeting is scheduled 7pm on November 9<sup>th</sup>, 2023 at the Rec Center



## November 9<sup>th</sup>, 2023 Board Meeting Minutes

Meeting called to order at 7:00 pm

Board Members Present: Cody Meyer, Mackenzie Mast, Patrick Mowery and Tia Branstetter

Board Members Absent: Molly Holmes, Debi Cornell and Missy Villa

Board Quorum: Yes

Approval of 2023 October Minutes: Yes, 1<sup>st</sup> Mackenzie Mast / 2<sup>nd</sup> Patrick Mowery

Homeowner Attendance: 2

### Homeowner Concerns/Comments:

- A homeowner was concerned about how dark the paths were at night and suggested lighting

### PIPS:

- Lot 177: New roof, siding (medium green), enclosed patio and windows.  
Approved - 1<sup>st</sup> Mackenzie Mast / 2<sup>nd</sup> Tia Branstetter
- Lot 93: Build a red cedar fence. Approved - 1<sup>st</sup> Mackenzie Mast / 2<sup>nd</sup> Patrick Mowery

### Unfinished Business:

- Removal of willow tree: Update on hold
- Basketball fence posts need to be replaced – on Hold
- Monthly financial: Tax returns filed with CPA and winners of drawing for CCHOA 2023 dues paid early Lot 76 and Lot 161 Congratulations!
- AJ Landscaping, leaf removal: \$3700 - Approved 1<sup>st</sup> Mackenzie Mast / 2<sup>nd</sup> Patrick Mowery

### New Business:

- HOA software options – browsing new software to replace old outdated software. Tabled till next meeting
- Property Standards
  - Trailers / Boats: send out notices
  - Tree trimming above streets for clearance of larger vehicles
  - Gazebos / open air covered areas

### President: Cody Meyer

Working to improve data (information) -Looking at new software Picked up Chlorine for pool checked chemicals, Acid etc

**Vice President: Mackenzie Mast**

Passed Property standards off to Patrick Mowrey>Going to get together with Debi Cornell and help with RV lot.

**Maintenance: Molly Holmes**

None

**Treasurer: Missy Villa**

None

**Rec. Center/RV Lot: Debbie Cornell**

Rec center: Check paper towels and trash can liners. RV lot: None

**Property Standards: Patrick Mowrey**

Will have a report next meeting

**Homeowner Comments:**

None

Meeting Adjourned at 8:20pm: 1<sup>st</sup> Patrick Mowrey / 2<sup>nd</sup> Mackenzie Mast

Submitted by: Tia Branstetter Secretary

Next board meeting is scheduled 7pm on December 14<sup>th</sup>, 2023 at the Rec Center



## December 14, 2023 Board Meeting Minutes

Meeting called to order at 7:05 pm

Board Members Present: Cody Meyer, Patrick Mowery, Molly Holmes, Missy Villa, and Tia Branstetter

Board Members Absent: Debi Cornell and Mackenzie Mast

Board Quorum: Yes

Approval of 2023 November Minutes: Approved 1<sup>st</sup> Molly Holmes / 2<sup>nd</sup> Tia Branstetter

Homeowner Attendance: 1

### Homeowner Concerns/Comments:

- None

### PIPS:

- Lot 187: Paint color Approved - 1<sup>st</sup> Cody Meyers / 2<sup>nd</sup> Patrick Mowery

### Unfinished Business:

- Removal of willow tree: Willow tree has been removed by AJ Landscaping
- Basketball fence posts need to be replaced: Waiting on bids
- Monthly financial: 2022 Taxes are filed
- HOA software: Still looking at software.

### New Business:

- Property Standards: Barking dog(s) complaint looked into
- Budget FY 2024/2025: January meeting

### President: Cody Meyer

Put sign out on Monday before meeting. Checked chemicals, good

### Vice President: Mackenzie Mast

None

### Maintenance: Molly Holmes

Post on Basket ball court are in need of replacement. Still waiting for a reply. Also we saved money on the removal of the Willow tree.

**Treasurer: Missy Villa**

Putting Zelle on website to pay dues.

Timeline for WiFi next April and lock box for keys get up and running

**Rec. Center/RV Lot: Debbie Cornell**

Rec center: None RV lot: None

**Property Standards: Patrick Mowery**

Checking on one issue, next report

**Homeowner Comments:**

None

Meeting Adjourned at 8:57pm: 1<sup>st</sup> Molly Holmes / 2<sup>nd</sup> Missy Villa

Submitted by: Tia Branstetter Secretary

Next board meeting is scheduled 7pm on January 11<sup>th</sup>, 2024 at the Rec Center