

## **River Crossing Homeowners' Association**

November 17, 2021  
BOARD MEETING MINUTES

The RCHOA Board of Directors quarterly meeting was called to order at 6:16 pm. The meeting was held virtually. All members were present.

### MEETING MINUTES

The minutes from the September 15 Board meeting were approved.

### BUDGET UPDATE

Treasurer Fred Row gave an update on the 2021 budget and expenses as well as presented a draft of the proposed 2022 budget. He requested the landscaping category be expanded to include sub-categories and a separate line be added for the cost of Mutt Mitts (almost \$400 in 2021). He also suggested adding a line for county property tax and to break out the utility category into two parts – water and power.

It was recommended the expenses for the repairs to the entry circle be broken out so homeowners could see why the costs were higher than originally expected. It was also recommended the landscape contract amount be increased in 2022 to be fully inclusive of items discussed previously as well as the extra work needed to hold the HOA to the same landscape standards as homeowners.

Because expenses will be going up in 2022, it was recommended that the annual dues be raised from \$425 to \$450. The Board voted unanimously to make this increase for 2022.

Finally, it was suggested that the tables and benches at the park may need maintenance. Mike Shelford will look at these to see what they might need.

Herb Wallen will work with Fred Row to complete the 2021 balance sheet and proposed 2022 budget.

### 2022 ANNUAL MEETING

Mike Shelford proposed the 2022 Annual Meeting be held in mid-to-late February. A tentative date of February 16 was agreed upon, with the possibility of a hybrid in-person and virtual meeting format. Shelford will reach out to the City of Mill Creek to see what its requirements are for in-person meetings.

### YARD SIGNS POLICY

The Board discussed the signs amendment drafted by the HOA attorney. The policy will need to be presented to the full membership and voted on at the Annual Meeting. Clarifications as to the wording regarding number of signs and changing the start date for putting up Christmas holiday decorations (November 1 rather than Thanksgiving) were recommended. Mike Shelford will collaborate with the attorney to finalize the policy language before the Annual Meeting.

### ACC CHAIR

Mike Shelford reported that Marla Nulph will be resigning her position as ACC Chair effective at the end of 2021. The Committee will need a new Chair. The Board will ask for volunteers at the Annual Meeting.

### MONITORING RCHOA EMAIL

Mike Shelford asked that another Board member take over monitoring the HOA email account to relieve the Treasurer from needing to do so. Herb Wallen agreed to take on this responsibility.

### IRS FORM 1020-H

Fred Row will file the IRS form 1020-H for 2021.

### 2022 LANDSCAPE CONTRACT

The HOA would like to add items to the 2022 landscape contract. A list will be finalized at the next Board meeting. Mike Shelford asked that a Board member function as a liaison to the Landscape Committee. John Fiebelkorn will be the liaison and work with the Committee to solicit bids from additional landscaping companies for the 2022 contract.

### WATER METER DECOMMISSIONING

Fred Row discussed the water meter just south of the Community Park. This meter was thought to have been decommissioned in 2005, but it was discovered that the HOA had been charged a fee (previously \$7 per month but just raised to \$30 per month) even though the meter had not been used. The estimated cost for the utility to decommission the water meter is approximately \$4,000. The Board agreed the work needs to be done and the costs will be covered by reserve funds. Row will contact the utility to schedule the work.

### LETTER FROM PACIFIC RIDGE HOMES

Fred Row shared with the Board a letter recently received from Pacific Ridge Homes regarding the Santa Clara development. The letter outlined the builder's plans for landscaping and the retaining wall. The Board agreed the letter should be shared with homeowners. Row will send the letter out to the membership.

### ADDITIONAL ITEMS

Fred Row asked about replacing the metal letters on the entry sign, or at least repairing the broken letter. John Fiebelkorn and Row will obtain bids for the work and share this information with the Board. Row also noted that the Board may want to change the lights around the entry circle, replacing the high voltage bulbs with lower voltage ones.

With no further business, the meeting was adjourned at 7:43 pm.

Prepared and submitted by,

Cheryl Milloy  
Secretary to the Board