



**River Crossing Homeowners' Association
PO Box 14485, Mill Creek, WA 98082**

**2020 ANNUAL MEETING
January 29, 2020**

HOA President Mike Shelford called the 2020 River Crossing Homeowners' Association annual meeting to order at 7:07 PM. The meeting was held at Mill Creek City Hall. Printed copies of the Agenda, Landscape Committee Report and President's Report were provided along with the 2019 Financial Reports, 2020 Proposed Budget and Block Watch Report.

WELCOME AND INTRODUCTIONS

Mike Shelford introduced himself and the Board members. All homeowners present at the meeting introduced themselves.

REPORT OF QUORUM

HOA Secretary Cheryl Milloy reported that to meet the quorum requirement 33 homeowners needed to be represented at the meeting either by proxy or in attendance. There were 38 homeowners represented at the meeting, 23 by proxy and 15 in person. Thus, there was a quorum and the meeting could continue.

REVIEW OF 2019 HOA ACTIVITIES

Mike Shelford gave a summary of HOA activities in 2019. There were no changes to the Board in 2019. The Board held four meetings during the year and used email to communicate between meetings.

Some of the activities in which the Board engaged this past year included:

- Updated the homeowner list and contact information
- Worked with the Mill Creek Town Center Business Association (MCTCBA) regarding landscaping the areas adjacent to the neighborhood. Thanks to the efforts of HOA Vice-President Roy Cats, these areas (including the pond) were cleaned up. It is likely the HOA will take over the landscaping of 153rd street in 2020, with financial support from the MCTCBA.
- Worked with Natural Concepts and the HOA Landscape Committee to maintain the common areas within the neighborhood
- Purchased Surface Pro tablet and software (QuickBooks) for use by the Board Treasurer
- Sent out email communications to homeowners throughout the year to update them on items affecting the neighborhood as well as provide landscaping and maintenance reminders

Additional projects for the Board in 2020 include:

- Updating the HOA website
- Looking into pruning the street trees (it has been several years since this has been done)
- Assessing the state of the retention pond

Shelford thanked the other members of the Board and the members of the Landscape Committee and Architectural Control Committee for their work this past year. He also asked homeowners to please email the Board with their questions and/or issues so the Board may be informed and of assistance.

TREASURER'S REPORT

HOA Treasurer Herb Wallen presented the Treasurer's Report, which included the 2019 financials and a proposed budget for 2020. Wallen reported expenses were below budget in 2019 by approximately \$8,000 due to no costs for improvements and lower costs for utilities. Revenues exceeded expectations by approximately \$3,250 due to fines, late fees and transfer fees. One homeowner had not paid their 2019 dues at the time of the meeting, and if the dues (and fines) were not paid by the end of the month, the collection would be turned over to the HOA attorney. Wallen also reported approximately \$31,000 currently in the checking account would be transferred to the savings account.

The proposed budget for 2020 was similar overall to that of 2019 with decreases in repairs/maintenance and increases in landscaping (to cover increased wage costs) and information technology (for the website update). There is a projected shortfall of \$2,740. The annual dues amount has been kept at \$400. ***A motion was made and passed unanimously to approve the Treasurer's Report, including adopting the proposed 2020 budget.***

ELECTION OF NEW DIRECTOR

Mike Shelford reported Roy Cats' term as Board member was ending, but he was willing to serve another term. No additional nominations were submitted. ***The motion was made and passed unanimously to reelect Roy Cats to the Board of Directors.***

Shelford also noted the Board is seeking someone to serve as Treasurer after Wallen's term ends in 2021. None of the current Board members is interested in serving as Treasurer. If someone could informally learn about the role with the Board in 2020, this would help with a seamless transition next year.

ARCHITECTURAL CONTROL COMMITTEE (ACC) UPDATE

ACC Chair Marla Nulph reported there were five roof replacements, three homes painted (two the same colors as previous), one application for a fence and retaining wall, and one application for a driveway extension and shed. There was one complaint regarding the paint change, but the committee decided the color was only slightly different than other homes in the neighborhood and looked more contemporary.

In addition, one homeowner requested approval for the removal of a tree, but this action did not require ACC approval.

There are presently five members serving on the ACC. Nulph requested applications go directly to the ACC email address (RiverCrossingACC@hotmail.com) rather than to the general HOA email address. This will ensure a timely response from the committee.

A homeowner asked if anyone present at the meeting had a recommendation for someone who could clean a cedar shake roof using low pressure. No one had a recommendation for a contractor.

LANDSCAPE COMMITTEE UPDATE

Landscape Committee Chair Fred Row reported the committee conducted nine landscape reviews in 2019. Each landscape review takes up to two hours to complete. Following these reviews, a total of 54 letters were sent to homeowners noting areas in which they were not in compliance with HOA landscaping standards. Twelve fine letters were sent out to homeowners whose yards remained out of compliance. The most common landscape issues identified were mowing, edging and planting bed areas not being cleaned. By the end of the year, no yards were identified with compliance issues.

RCHOA BLOCK WATCH PROGRAM UPDATE

Karen Gordon provided the report from the Block Watch program. According to the Mill Creek Police, there were two incidents in the neighborhood in 2019 reported to the police. These included one misdemeanor assault and a vehicle prowl. She reminded homeowners to lock their car doors, and to use the Mill Creek Police non-emergency phone number (425-407-3999) to report any suspicious activities in the neighborhood.

REVAMP OF HOA WEBSITE

Mike Shelford reviewed the efforts made by the Board to improve and update the HOA website. He reached out to several companies in 2019, and in the fall met with a consultant (P2 Graphic Design) to discuss possible management of the website moving forward. The Board had brainstormed ideas for improving the website at its last meeting and asked homeowners for their ideas. The following suggestions were made:

- Online dues-paying capability
- Password-protected area for Board and Committee activities
- Ability to send emails directly to homeowners
- Message board with possible vendor recommendations and area for notifications related to neighborhood safety, weather, road closures, downed trees, etc.
- Calendar
- HOA Newsletter (twice-yearly) with landscape reminders and neighborhood activities

There was discussion regarding the needs of various constituencies (Board, committees, individual homeowners, realtors, possible home buyers) when using the website. The Board will consider these constituencies as well as the suggestions offered when moving forward to update the website in 2020. Shelford asked members to leave their names with the Board if they are interested in giving feedback to assist with the website update process.

ADDITIONAL ITEMS AND/OR COMMENTS

The issue of school district zoning for the north end of the neighborhood was again raised. At this point the neighborhood zoning remains divided between the Everett and Mukilteo school districts.

There has been interest in having a neighborhood block party. The Board asked those interested in volunteering to spearhead such an event to please send an email to info@rivercrossinghoa.org.

Karen Gordon asked she be notified as new residents join the neighborhood so they may be formally welcomed by the Welcome Committee.

The final item was related to improvements to the entrance to the neighborhood. There was some discussion as to whether there should be some sort of sign on 153rd Street closer to Town Center. There was also a recommendation that the landscaping of the entry circle at the top of the hill be improved. The Board will discuss ideas to spruce up the entry at its next meeting.

Being no additional items, the meeting adjourned at 9:35 PM.

Prepared and submitted by,

Cheryl Milloy
Secretary to the Board