

## **River Crossing Homeowners' Association**

September 23, 2020  
BOARD MEETING MINUTES

The RCHOA Board of Directors quarterly meeting was called to order at 8:34 pm. The meeting was held virtually, and all members were present.

### HOA WEBSITE

Cheryl Milloy gave an update on the HOA website refresh. Two teams of students have worked on the website this year but were not able to complete the work within the time constraints of their academic calendars. It was recommended and approved that a web design consultant be engaged to complete the project (within the budget set forth) by the end of the year. In addition, the Board discussed the continued need to update the billing information for the site and domain hosting, as the HOA has not been billed. Mike Shelford volunteered to again reach out to the previous consultant (River Crossing homeowner and former Board member) to ensure this information is corrected.

### BUDGET UPDATE

Treasurer Herb Wallen gave an update on the budget and expenses so far in 2020. Landscaping costs have been higher in 2020, mainly due to the work done to improve the transition area between Mill Creek Town Center and River Crossing. Repairs to several common area sprinkler heads as well as replacement of the retention pond pump have made expenses in the repairs and maintenance category higher than budgeted. As discussed, the recent repair/maintenance work, the improvement account being exercised for the entry roundabout work and the projected final months' maintenance and repair costs will lead to a budget shortfall of approximately \$7,000. Thus, the decision was made to transfer \$7,000 from savings to checking to cover these expenses.

Finally, the Board discussed the maintenance costs due to age that will continue to increase, recommending the repair/maintenance account be increased for 2021, as well as recommending a decrease in the 2021 budget for the utilities account to be maintained at the 2020 level.

### MAILBOX PAINTING AND ROOF CLEANING

The housing for the mailboxes is due to be repainted as well as the roofs cleaned and treated. Mike Shelford had solicited bids for the work. The Board thought it best that one company do all the work rather than coordinate multiple contractors. The Board voted unanimously to accept the bid from Eagle Roofing and schedule the work to be done in early March 2021.

### ENTRY CIRCLE

The Landscape Committee had approached the Board earlier this year with concerns regarding the entry circle landscaping. The concerns are that the vegetation, especially the trees, reduce visibility for drivers, creating a potential blind spot, and thus are a safety issue. Roy Cats has worked with both the Landscape Committee and the landscaping company in contract with the HOA to determine the most cost-effective way to perform the work. In addition, there are repairs that need to be done to the entry circle lights, so this work should be coordinated with the landscaping, along with pressure washing to restore the surfaces. The Board unanimously passed a motion to move forward with the work by the end of the year, to be considered improvements for budgetary purposes.

### SEARCH FOR TREASURER

The current Treasurer is planning to step down from this role after the next Board elections in 2021. The Board discussed the advantages of recruiting someone to work with the current Treasurer to learn the role

before the elections. It was decided that the Board would send out an email in early October to all homeowners regarding the search for a new Treasurer. Cheryl Milloy volunteered to draft the email.

GREEN BELT TREE REMOVAL

A homeowner had contacted the Board regarding a tree in the green belt they considered to be a hazard. Mike Shelford will follow up with the homeowner regarding the proper procedure for evaluation and removal of the tree.

ANNUAL MEETING

The 2021 annual meeting will likely need to be held virtually due to COVID-19 public health concerns and restrictions on in-person gatherings. The door-to-door collection of proxies for the meeting will also have to be modified. Mike Shelford will confirm when the annual meeting needs to be held according to the by-laws and the Board will discuss plans at its next quarterly meeting.

PLAYGROUND MAINTENANCE

The Board discussed the need to maintain a safe level of mulch under the community playground equipment. This work will be done in early spring 2021.

HOA ANNUAL DUES

The Board discussed the homeowner annual dues for 2021. Due to the increased costs in 2020 for repairs and ongoing maintenance of common areas, a motion was made and unanimously passed to increase dues to \$425 for 2021.

With no further business, the meeting was adjourned at 10:04 pm.

Prepared and submitted by,

Cheryl Milloy  
Secretary to the Board