



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

2019 ANNUAL MEETING
May 8, 2019

HOA President Mike Shelford called the 2019 River Crossing Homeowners' annual meeting to order at 7:03 PM. The meeting was held at Mill Creek City Hall. Printed copies of the Agenda, Landscape Committee Report and President's Report were provided. The 2018 Treasurer's Summary Report and 2019 Proposed Budget had been previously emailed to homeowners on April 9, 2019 with the annual meeting notice.

WELCOME AND INTRODUCTIONS

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

REPORT OF QUORUM

Cheryl Milloy, HOA Board Secretary, reported that to meet our quorum requirement 33 homeowners needed to be represented at the meeting either by proxy or in attendance. There were 36 homeowners represented at the meeting, 22 by proxy and 14 in person. Thus, a quorum was established and the meeting could continue.

REVIEW OF HOA ACTIVITIES

Mike Shelford gave a report of HOA activities in 2018. Three new members were added to the Board in 2018. The Board met in person three times during 2018 and used email to communicate between meetings. The Board 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.

Some of the activities in which the Board engaged in 2018 include:

- New wood for the benches and table in the park area
- One hazardous tree was cut down in the greenbelt
- Worked with Natural Concepts and the HOA Landscape Committee on landscaping and re-planting the berm at the South end of the neighborhood
- Repaired the entry circle lighting (twice)

Additional projects for the Board in 2019 include:

- Find someone to host the HOA website
- Purchase equipment/software for the Board Treasurer

Mike Shelford thanked the members of the Landscape Committee and Architectural Control Committee for their responsiveness and work to ensure River Crossing is the premier neighborhood in Mill Creek.

TREASURER'S REPORT

Mike Shelford presented the Treasurer's Report in Herb Wallen's absence. The report, which included the 2018 financials and a proposed budget for 2019, was emailed to homeowners ahead of the meeting. Shelford reported that expenses were below budget in 2018 by approximately \$6,000 due to only one request for tree removal and underspending in the categories of Information Technology (IT), office supplies and member relations. The proposed budget for 2019 was similar overall to that of 2018 with slight decreases in some categories and an increase in the budget for IT to make improvements to the website. The annual dues amount was kept at \$400. ***A motion was made and passed unanimously to approve the Treasurer's Report, including adopting the proposed 2019 budget.***

ELECTION OF NEW DIRECTOR

HOA Vice President Roy Cats reported that Mike Shelford's term as Board member and President was ending. Cats nominated Shelford for a new term. ***The motion was made and passed unanimously to reelect Mike Shelford to the Board of Directors.***

ARCHITECTURAL CONTROL COMMITTEE (ACC) UPDATE

Marla Nulph, ACC Chair, reported there were eight new roofs installed, two home paint changes, two applications for fences and two applications for sheds. In addition, one retaining wall was approved and a driveway widened. One roof request was not approved because it did not meet the published ACC standards. A question was raised regarding the installation of artificial turf. Nulph responded that approval of artificial turf was on a case-by-case basis.

There are presently three members serving on the ACC. Marla Nulph noted the committee was looking for new members and asked interested individuals to please contact her.

LANDSCAPE COMMITTEE UPDATE

Fred Row, Landscape Committee Chair, reported the committee conducted six formal landscape reviews in 2018. Following these reviews, a total of 61 letters were sent to homeowners noting areas in which they were not in compliance with HOA landscaping standards. Four fine letters were sent out to homeowners whose yards remained out of compliance. By the end of the year, two homeowners remained out of compliance for the fourth time since fines were levied.

A new issue identified for 2019 is the improper pruning of street trees. Several trees have been severely pruned, which damages the trees as well as negatively impacts the neighborhood's aesthetics. The Landscape Committee will send a letter to the homeowners regarding the improper pruning of street trees. If needed, Roy Cats volunteered to speak directly to the homeowners. The Committee will also send a note to the entire neighborhood regarding proper tree pruning. The Board will discuss at its next meeting the suggestion that the HOA manage street tree pruning.

RCHOA BLOCK WATCH PROGRAM UPDATE

Mike Shelford gave the report from the Block Watch program in the absence of Karen Gordon. According to the Mill Creek Police report, there were four incidents in the neighborhood in 2018 reported to the police. These included one incident of harassment, and a death investigation, for which the police determined no crimes occurred, and one collision. The final incident was a death investigation stemming from the discovery of a skull in the greenbelt. This case was referred to another agency. According to several meeting attendees, the skull had likely been moved to the greenbelt by animals and no crime occurred adjacent to the neighborhood.

It was noted that there were several black bear sightings in backyards on the greenbelt side last summer. Homeowners were reminded to stay alert and not store food outdoors.

GREENBELT TREES UPDATE

Mike Shelford discussed the efforts the Board made with the HOA attorney to clarify responsibility for the removal of hazardous trees in the greenbelt. If a homeowner has a tree they believe poses a hazard, then the HOA will hire an arborist to assess the tree. The HOA will only pay for removal of that section of the tree that would damage the homeowners' property. If the homeowner wishes to have more of the tree removed, then they are responsible for payment if the city of Mill Creek approves the tree's removal.

LANDSCAPING

Roy Cats reported on three neighborhood landscaping issues. He met with the neighborhood's landscaper regarding the berm at the South end. The plantings will be replaced with hardier shrubs that will continue to keep the street closed to traffic while allowing for emergency vehicle access. Regarding the North end pond, the landscaper recommends the trees abutting it not be trimmed for they absorb excess water.

Roy Cats reported he will meet with the Mill Creek Town Center Association regarding responsibility for maintaining the 153rd Street entrance. The Association is responsible for the area from the pond to the railing heading East, while the RCHOA is responsible for the area from the railing into the neighborhood. At this point the entire area will be cleaned up and a damaged section of railing repaired while ongoing sharing of the responsibility is clarified.

The issue of the HOA's responsibility for snow removal was also mentioned. The Board had met and discussed this issue earlier this year. It was determined that due to liability issues and city approval for plowing city roads, the HOA would not take on this responsibility.

HOA ANNUAL MEETING

Mike Shelford raised the issue of the best date to hold the HOA Annual Meeting. The present bylaws require the meeting be held by the end of February each year. ***The motion was made and passed unanimously to allow the annual meeting to be held as late as May 31 each year.*** In order to accommodate a later meeting date, it may also be needed to change the fiscal year used (currently the calendar year) so a full report may be made to homeowners each year. ***The motion was made and passed unanimously to allow the Board to change the fiscal year.***

ADDITIONAL ITEMS AND/OR COMMENTS

Roy Cats presented a request that would streamline how the Board could respond to emergency neighborhood needs. He asked if the President and Vice-President could be authorized to spend up to \$1,500 without waiting for a full Board meeting. ***A motion was made and passed unanimously to grant permission to the President and Vice-President to spend up to \$1,500 to respond to neighborhood issues without holding a full Board meeting.***

Roy Cats shared a final item that had been brought up by the Board in a previous meeting. Currently the HOA charges a transfer fee of \$250 to new home buyers. This transfer fee has not been raised since the start of calendar year 2017. The Board will discuss at its next meeting potentially raising the fee to up to \$500 per transaction.

Being no additional items, the meeting adjourned at 8:55 PM.

Prepared and submitted by,

Cheryl Milloy
Secretary to the Board