

A meeting of the Cross Creek Board of Directors was held at 6:00 PM on Thursday, April 25, 2019 at Russell Property Management's Office. The following members were present: Marissa Allen, Michael Daniels, and Tracy Watson. Amanda Blomefield of Russell Property (RPM) was also present and called the meeting to order at 6:09 PM.

It was noted three residents were anticipated for hearings. If no one makes an appearance at 7:00 pm as requested, The Board has the authority to assess and fine each household for the ongoing violations. RPM will send the residents a post hearing letter allowing five (5) days to correct the violations before fines begin.

The Board reviewed the December 20, 2018 minutes. Marissa made a motion to accept the minutes with one change, the correction of the US Lawns contact person's name. The motion was seconded by Michael Daniels and carried.

The December minutes reflected the Board's approval to convert the lights in the vacant parking lot area to LED bulbs for security purposes. Amanda noted that she would reach out and get a work order started to request the change.

Under old business from the previous meeting, the Board agreed to table further discussions regarding an update on recycling and trash services research and additional seal coat repairs to the circle, mailbox area and overflow parking until Sara Hardison and Michael Chandler could be present. In the meantime, Amanda will obtain a quote from the seal coat vendor to seal coat the above mentioned areas for review at the August meeting.

Next, the Board was advised that Amanda would accompany Rocky Russell on a walk-through of the property to complete a full assessment on the retaining wall. The completed assessment would be provided to the bidding vendor for accuracy on what exactly needed to be quoted and completed. Amanda will also note the units with property damage across from the mailboxes so work orders can be issued. Additionally, a fence panel by the second dumpster is down and already scheduled for repair.

The Board continued by discussing the upcoming pressure washing services in June. It was noted the vendor did a great job on the first year they were hired; however, they slacked off on year two. The Board requested that the vendor adjust their price quote down due to the neglected areas in year two's servicing. If the vendor was able to accommodate the price drop, they would again be retained for their services. If not, the Board would seek another service provider.

Next, the Board looked over the financial reports of the meeting packet previously sent out for review. It was noted on page three (3), Tremmel's Escrow account was added to the balance sheet reflecting their contributions for 2018 and 2019.

Continuing on, Amanda noted she had been contacted regarding a trash dump on Tremmel's property. She indicated that Tremmel was aware and planned on removing

the debris. Amanda said she had pulled Cross Creek security tapes to see if any evidence of who initiated the dump could be found but to no avail.

A brief discussion was held regarding a resident complaint on a neighbor in building 1225. The Board was advised that a patio in this building was covered in canine feces. Amanda will send the offending unit a letter indicating that an odor is emitting from the property. If the resident fails to comply with the requested clean up, it will be reported to Animal Control for further assistance since the patio is private property.

On page five of the financials, it was noted a delinquent account had made a substantial payment via the ready pay website. Once the funds are received from the attorney, the balance will be reduced but not paid in full. Currently delinquent HOA fee accounts appear to be shrinking.

No residents appeared for the requested 7:00 pm hearings, therefore, the Board agreed to fine the three (3) units with violations \$50 a day until the violations are corrected.

With no further business to discuss, the meeting adjourned.

Respectfully submitted,

Tracy Watson

A meeting of the Cross Creek Board of Directors was held at 6:00 PM on Monday, August 26, 2019 at Russell Property Management's Office. The following members were present: Marissa Allen, Michael Chandler, and Tracy Watson. Amanda Blomefield of Russell Property (RPM) was also present and called the meeting to order at 6:03 PM. Sarah Hardison was conferenced into the meeting via phone at 6:12 pm.

At 6:03 pm, a resident was escorted into the meeting to refute an assessed fine on their property. The Resident acknowledged they had received the violation notices sent by RPM. The Resident felt they had resolved the noted issue by moving the water hose on the front of the property to behind the bushes and did not think any further action was required. Action to move the water hose behind the bushes was taken approximately around the same time notification was received that fines would be accrued for the violation. Amanda Blomefield confirmed that a notification letter was sent on March 19, 2019 inviting the homeowner to a hearing on April 25, 2019 to which the resident did not respond or appear. The hearing was held on April 25, 2019 and the Board agreed to assess fines of \$50 a day for the violation. A letter explaining the Board's decision and the fees for the violation were sent to the homeowner on April 30, 2019 and fees began accruing on May 6, 2019. The resident was thanked for their time and advised the Board would discuss and a response would be provided.

The Board had an extensive conversation regarding the violation. During the discussion, it was noted the language regarding water hose storage on the front of the property was left to interpretation. The Board agreed to have Amanda review similar property regulations and language regarding water hose storage requirements and send those out to the Board via email on August 27, 2019 for changes and approval. After multiple calculations, the Board unanimously agreed to reduce the fine to \$1,300.00. This dollar amount would have been the total fine amount for the month of May since documentation could not be provided to support that water hose violation had been corrected any sooner.

The Board reviewed the April 25, 2019 minutes. Marissa made a motion to accept the minutes with one change. The motion was seconded by Michael Chandler and carried pending the change. A correction to Tremmel's escrow account dates was needed. Dates were listed as 2019 and 2019, but should have read as 2018 and 2019.

On page nine of the Board packet, options were reviewed for the remaining areas quoted for seal coating. Michael motioned and Marissa seconded the motion to approve option three, to crack fill and seal coat the main drive of Cross Creek Circle running in front of the mail boxes to the cul de sac.

Next, the Board scheduled a walk-through of the property to complete a full assessment of the retaining wall on September 13, 2019 at 5:00 pm. The assessment is to review the soundness of the retaining wall structure and make recommendations for board replacement in order to obtain vendor quotes on the required work.

The Board briefly reviewed the financials which had previously been sent out via email. It was noted that the delinquent accounts would decrease after the unit with the accruing fine was resolved. Additionally, the Board agreed to send another delinquent notice to a homeowner instead of pursuing a second foreclosure attempt. This delinquent account will be reviewed again at the next Board meeting and further action taken if account is not to current status at that time.

Next, Amanda also noted a unit needed fence repair with costs that required the Board's approval and it was approved unanimously.

The Board continued by discussing a request, found on page fourteen of the meeting packet, to dismiss violations incurred by residents for parking in the middle of their designated parking spaces. A decision on this request was deferred until it could be emailed out to all Board members for a full vote.

Lastly, the Board reviewed the landscaping proposal presented by US Lawns to remove and replace diseased bushes throughout the property. Michael made a motion for approval. Tracy seconded the motion and it carried.

With no further business to discuss, the meeting adjourned.

Respectfully submitted,

Tracy Watson

Cross Creek Board Meeting held on November 21, 2019. Marissa Allen, Tracy Watson, and Michael Daniels in attendance. Amanda Blomefield representing Russell Property Management.

Minutes from August 26, 2019 meeting were reviewed, Marissa Allen made a motion to approve the minutes and Michael Daniels seconds the motion.

Retaining wall repair/replacement was on the agenda but no vendors had provided a quote as of the meeting date. The Board would like for Amanda to follow up with Rocky to see if he was interested in bidding the work through RPM.

Rules & Regulations updates were reviewed. New wording for water hose placement was approved. Parking rule regarding vehicles remaining within the lines of a space was left as is. A rule was added that cable lines/wires must not run down the buildings and must be properly concealed. Once Amanda updates Rules & Regulations, they are to be emailed and mailed to owners without an email.

The Board reviewed a list of satellite dishes that have been installed in the common area without approval and requested letters be sent to owners to remove if they are not in use, and if they are in use, to place inside the patio area or attached to the fence per rules.

Financials, Delinquents, Work Orders and Violations were reviewed. No questions from Board on reports.

2020 Budget was reviewed and approved with no increase for 2020 to be mailed to owners with annual meeting notice.

General Discussion:

1. Amanda to send a letter to E6 and W1 regarding Halloween decorations that are still out.
2. Amanda to reach out to Unshakeable Builders (building in front of Cross Creek) regarding residents that have gotten nails in tires, possible from construction.

Meeting was adjourned.