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| Attendees |
| Paul Berg |
| Alfred DelCiampo |
| Chantell Myers |
| Christine Rutherford – Absent |
| Amanda Schoenwiesner |

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| --- | --- | --- |
| Action Item | Assigned to | Date Completed |
| Contact Sumner Law firm to inquire if transition of case has been completed to new attorney re: Pike House Case | Amanda | Ongoing |
| Contact Dan Grabow for updated invoice for retention pond clearing on HWY210. | Christine | Ongoing |
| Observation of culverts and road potholes | Al and Paul | Ongoing |
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* Meeting started 6:01 PM

**New Business:**

* HOA Boxes of files:
  + Discussion on the review of old HOA Records and inventory of past documentation.
  + Several old complaints were noted with no follow-up documentation in file.
    - Current board will ensure that 2023 matters addressed by the board will include all initial and follow-up communications online and with a hard copy.
* **Topics for Attorney Representing Cross Creek (CC) Homeowners Associations (HOA)** 
  + Packet of current concerns was combined for attorney review and feedback.
    - Items included, but not limited to:
      * Proposed HOA by-law changes.
      * NC HOA statute changes and regulations and a number of additional topics.
  + Follow-up with Heath Law Firm regarding Pike House settlement
    - POC is Melody Jolly at 910-777-0421
  + Discussion of Road assessment and covenants.
* **Nationwide Insurance Reimbursement**
  + Archway did not receive initial payment from Nationwide regarding fire to HOA common property.
  + Confirmed that Nationwide would re-issue a second payment to Archway.
* **Road Assessment**
  + Review of previous estimates
  + Discussion of interpretation of HOA covenants
    - Added to list of topics for CC attorney.
    - Discussion of responsibility for current driveway culvert maintenance, homeowner or HOA to be discussed with attorney.
* **Breaker Boxes and Flood Light Installation at Soccer Field**
  + Paul Berg and Matthew Squires to survey
  + Contact Four County Electric to discuss installation of flood light.
* **HAO Homeowner Letter**
  + Reviewed drafted letter to HOA homeowners and discussed edits and/or suggestions.
* **Pender County Sherriff (PCS) Neighborhood Patrol**
  + Request for PCS patrol of current abandoned houses was submitted to PCS.

**Complaints/Requests:**

* Above-Ground Pool Installation Request
  + Board reviewed pool installation request submitted by CC resident.
    - Selected board member(s) will visit resident to discuss pool installation and placement.
    - Board member(s) to suggest resident follow-up with Pender County regarding regulations related to pool installation.
  + Board reviewed and agreed to updates to existing pool request form.
    - Verbiage was added to include Pender County building regulations and zoning.

**Note:** Let it be known that resident scheduled to appear at the meeting failed to appear to discuss items of concern.

* Meeting adjourned 7:28 PM

April 18, 2023

Greetings Homeowners,

We hope that this letter finds you and your families doing well. As you know our Annual Meeting was held on February 26, 2023 at the Soccer Field. The meeting attendance included 48 homeowners as well as Jerry Barnes of Archway Management Company. The prior Board of Directors introduced the 2023 Board Members who were voted in as the result of the electronic ballot system through e-mail addresses. The 2023 Volunteer Board of Directors is as follows:

Alfred J. DelCiampo / President

Paul Berg / Vice President

Chantell Meyers / Secretary

Amanda Schoenweisner / Secretary

Christine Rutherford / Member At Large

At the meeting the prior Board of Directors led discussion on the deteriorating conditions of our roadways and ways to address these conditions. Our roadways were constructed between 1998 and approximately 2001. These roadways had an estimated life expectancy of 20 years and thus are in need of repair or replacement. Royal Oaks Drive, a portion of Knollwood Drive, and a portion of Oakmont Drive were repaved in the past due to their condition, age, and volume of traffic Those repaving projects were accomplished through a special road assessment paid yearly over a four year period. After discussion at the meeting, a vast majority of those present were in favor of instituting a road assessment and to utilize the funds over upcoming years to address our roadway conditions. The assessment discussed was $300.00 per year starting this year and continuing for three additional years through 2026. Yearly payment can be made in increments as long as the $300.00 yearly amount is paid no later than November 30th of each year. An invoice for the 2023 Roadway Assessment is included with this letter. The Board of Directors is exploring estimates from engineering firms capable of providing a professional evaluation of the road conditions. This professional evaluation will enable us to make informed decisions when proceeding with repair and replacement operations.

The Board is also exploring various means to improve the voting/ballot system in an effort to reach all homeowners and to increase participation in elections and other matters. Over the years multiple individuals have expressed interest in changing various HOA Covenants but we have never come close to obtaining the votes of the required 66% of eligible homeowners. If you have any suggested modifications for covenants you would like to see modified, please submit those suggested changes to us at our website [info@crosscreekhoainc.org](mailto:info@crosscreekhoainc.org). Please provide proposed specific language for any covenant modifications you would like to see put to a ballot / vote of the entire body of homeowners.

The weather is changing Spring yard cleanups are underway. We are inspecting and reviewing the conditions of culverts which run under driveways and across our roadways. We ask that you check your driveway culverts and clean as much debris and silt as possible from them to enhance water drainage. Over the years homeowners have been able to assist with this effort and significantly reduced dollar amounts required by contractors to do this work. We have thus far managed to avoid a special assessment for culvert repair and replacement. Thank you in advance for your efforts.

Since February the Board of Directors has been busy addressing homeowner concerns and assisting with approvals for construction projects including porches, fences, garages, outbuildings etc. If you are planning any construction projects, please review the HOA Covenants posted on our Web Page that address those projects and contact us for required approvals. Also, many projects require Pender County Building and/or Zoning Permits, please ensure that you and/or your contractor obtain any required permits and ensure that Pender County requirements as well as our HOA Covenant requirements are met.

On occasion we will be asking for volunteers to assist with smaller projects; we will be grateful for you participation. We will announce these projects on the Cross Creek Neighborhood Friends Facebook Page. Your continued support, assistance and understanding are necessary and very much appreciated.

Very truly yours,

Cross Creek HOA Inc. Board of Directors

Alfred J. DelCiampo / President

Paul Berg / Vice President

Chantell Meyers / Treasurer

Amanda Schoenweisner / Secretary

Amanda Rutherford / Member at Large