September 4, 2025

CROSS CREEK HOMEOWNERS’ ASSOCIATION BOARD MEETING (CCHOA)

CCHOA meeting called to order at 6:00 pm by President Doug Fullenkamp.

The following HOA Board Members were in attendance: Jerry Raynor (Vice-President), Susan Dayton (Treasurer), Madelyn Barrett (Secretary) and Keith Barrett (Member At Large).

**Approval of Last Meeting Minutes on July 31, 2025**

**Open Forum: Alfred J. DelCiampo/Former President/CCHOA.** Requested information regarding the status of liens/past due accounts. **Jerry Barnes (Archway HOA Management)** provided update of all current collection efforts. Archway HOA Management working in conjunction with CCHOA will assist in the streamlining of the collection process.

**Presentation of Reports:**

**Treasurer Report:** Board Members reviewed past months invoices/receipts submitted to Archway Management pertaining to the following line-item expenses:

* Administrative, Grounds, Maintenance & Repairs Expenses. CCHOA Board members reviewed expenses for projects completed in the past 30 days, as well as, upcoming projects and charges for completion.
* CCHOA and Archway staff reviewed Delinquency and Collection efforts pertaining to unpaid dues and road assessments to ensure fiduciary obligations are met. CCHOA Board in conjunction with Archway Management and CCHOA Legal Counsel continues addressing delinquent accounts.

**Old Business:**

* 415 Knollwood Drive (Pender County Owned). CCHOA has agreed to waive HOA fees and Roadway Assessments if Pender County maintains the property under the following conditions:

1. Post “No Trespassing Signs” – COMPLETED;
2. Cut the grass (first 15 feet minimum) once a month to maintain line for sight for drivers on the roadway. Pender County continues to complete this monthly. Currently, it has been observed by CCHOA the grass has not be cut as per the agreement with Pender County. To date, the Pender County Attorney position is still vacant. CCHOA through phone inquiry been in contact with Interim County Manager Margaret Blue to address the safety and drainage issues of this property.

To address line of sight safety issues concerning high grass blocking the view of cars made by Cross Creek residents the CCHOA has contacted Grabow Lawn Care, LLC to mow the first 15 feet. CCHOA will be informing Pender County Interim County Manager of this safety issue, as well as, seeking financial renumeration for Grabow’s services.

1. Remediate the drainage ditch and maintain it over the years – INCOMPLETE.

Currently, the Attorney for Pender County position vacancy has not be filled. CCHOA Board has requested assistance from Pender County in having this issue resolved. Next Steps: CCHOA Board will continue outreach to CCHOA Attorney via phone, email and letters for assistance to ensure the agreement is followed and grass maintenance is completed as per the agreement.

CCHOA continues working with individual homeowners to ensure compliance with CCHOA policies as outlined in the Covenant/By-Laws pertaining to maintenance of individual properties after a complaint is received, as well as, requests for fencing, pools outbuildings garages and dead tree/tree branch removal.

CCHOA continues working to reduce insurance liability/safety issues regarding violations of the Motorized Vehicle Policy, as well as, working with Archway Management and the Attorney in the collection of fines for those in violation of the Motorized Vehicle Policy.

**Old Business**

* CCHOA has ordered new signage to be displayed throughout the community asking residents to comply in the following policies: dumping of yard debris in HOA common areas, street parking and Off-Road Motor Vehicle policy. Replacement signage at the Boat Ramp regarding the alligator will also be replaced.
* Boat Ramp Water Entrance Repairs: CCHOA Board Members received phone complaints regarding additional repairs needed to the Boat Ramp. CCHOA observed additional stone was needed to complete ramp repairs due to a severe drop-off during low tide creating a hazard for boat owners using the ramp. CCHOA will be getting an additional 15 tons of rock to complete the repair. INCOMPLETE.
* Gazebo Repair: CCHOA Board Members have examined the feasibility of repairing the gazebo due to age and extensive damage. Private Contractors hired through Cross Creek residents volunteered their time to also examine the gazebo and stated the repairs would be extensive. CCHOA discussed bringing this issue up at the next Cross Creek Hot Dog Roast on October 19, 2025 for discussion. INCOMPLETE.
* Cambridge resident sent a written request to have signage to the Cambridge entrance power washed, as well as, fencing along State Highway 210. CCHOA Board has scheduled the work to be completed through Grabow Ground Care, LLC. INCOMPLETE.

**New Business:**

* Horse Gate located at the Highway 210 fence has fallen off hinges. To ensure the safety of the horse using the turn out area Grabow’s Lawn Care, LLC attached ratchet straps to secure the gate. CCHOA contracted Grabow’s to make the necessary repairs. INCOMPLETE.
* Annual Fall Meeting & Hot Dog Roast will be held Sunday, October 19th @ the Cross Creek Soccer Field with Hot Dogs from 1-3pm followed by a special meeting. CCHOA has booked a Palm Tree Bouncy House and Face Painting for the event. Will outreach to the community for volunteers to bring tables, coolers, ice and a dish to share!

Meeting adjourned at 8:12 pm by CCHOA President.

Cross Creek H.O.A. Inc. Board of Directors

Douglas Fullenkamp / President

Jerry Raynor / Vice President

Susan Dayton / Treasurer

Madelyn Barrett / Secretary

Keith Barrett / Member At Large