June 30, 2025

CROSS CREEK HOMEOWNERS’ ASSOCIATION BOARD MEETING (CCHOA)

CCHOA meeting called to order at 6:07 pm by President Doug Fullenkamp.

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

**Approval of Last Meeting Minutes on June 3, 2025**

**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 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. CCHOA will be reaching out to Pender County to ensure grass is maintained as per the agreement.
3. 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 outreach to CCHOA Attorney 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 will be ordering 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. The CCHOA will be sending a reminder of these policies via the CC website, email and CC Face Book page.
* Boat Ramp Water Entrance Repairs: CCHOA Board Members received written and phone complaints regarding needed repairs to the Boat Ramp. COMPLETED.
* Gazebo Repair: CCHOA Board Members will volunteer time to ensure these repairs are completed.
* Posting Board Repairs: CCHOA Board member has completed repairs of latches of the display box. Corkboard background will be completed by CCHOA Board. COMPLETED
* 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 will be contracting Grabow Ground Care, LLC to complete this service.
* Residents requested an additional entrance to the soccer field be added to the gazebo side. CCHOA Board will be contracting Grabow Ground Care, LLC to complete this service.

**New Business:**

* 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. More

information to follow.

Meeting adjourned at 7:26 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