

# MIDDLE CRAWFORD ROAD ASSOCIATION

BUILDING THE CRAWFORD ROAD COMMUNITY

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## 2020 Annual Zoom Meeting

1<sup>st</sup> Quarter Annual Meeting delayed due to Covid

Call to Order: 1602

### Approve 2019 Annual Meeting Minutes

- See **[Appendix I]** for reference. Rolfe motioned to approve the minutes; Don Woods seconded the motion. Majority of participants favored the motion.

### Treasurer's Report

- See **[Appendix II and III]** for reference. Mary gave an overview of the 2019 treasurer's report, including the creation of the MCRA reserve account.

### Introduction of Attendees on Zoom Call

### President's Report

- Review 2019 Goals
  - Removed the bumps and replaced with Humps to slow traffic
  - Partner with Island County on study, design, engineering, and construction of the new road to the Airpark. However, the project is at a standstill at the moment.
- Review of 2020 Goals
  - Update, organize and get the Bylaws approved by the membership.
  - Rehab the North End of Crawford Road using the money provided by Betty Carlson.

### 2020 Budget

- Due to the fact that an annual meeting did not take place in the 1<sup>st</sup> quarter and related Washington State RCW's the board used the 2019 approved budget for 2020. A new budget will be proposed in early 2021.

### Bylaw Approval – Vote to approve the new bylaws

- Questions and concerns addressed related to the new bylaws. Don Woods motioned to approve the bylaws and Rolfe seconded the motion. Majority of participants favored the motion.
- These bylaws will be filed with the county and the old copies removed.
- There is a process in the bylaws in which the bylaws can be modified and updated.

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## Election of Officers

- Per our bylaws we will be adding two additional members to the board, for a total of five board members.

## Annual Meeting 2021

- The next annual meeting in which board members will be elected is tentatively set for the end of January. Date TBD.

## Community Website

- <https://crawfordroad.org/>

## Old Business:

- Mary gave a synopsis on the state of the county taking over Crawford Road. There is still much work to be done and Covid along with some of the major contacts at the county level having left their positions along with affected property owners not in favor of the plan, has slowed the progress on this front. Mary will be trying to contact them and get more information before the January meeting.

## New Business:

- Linnea Freed from Forest Knoll is CERT trained and EMS trained. Mary and Tara updated Linnea on where we currently are with regards to emergency preparedness and that John DeWit is also CERT trained but agree that it would be an asset to our neighborhood to have a formal CERT program here. We will continue to discuss and see what training is available amongst the COVID crisis.

## Adjourn: 1646

Don Woods motioned to adjourn the meeting and Charlotte Duke seconded the motion.

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## Appendix I: 2018 Annual Meeting Minutes

### MCRA Annual Meeting – February 25, 2018

#### Call to order by President Lisa Woods

A quorum was present.

**Approval of the Minutes** from May 2017. The Minutes were amended to include Eileen Jackson as an attendee and then approved. Bryan Stelling volunteered to clean up the edge of the road to allow for better drainage.

**Election of New Officers** All nominations were moved, seconded, and approved

Mary Jacobson – President, Eileen Jackson – Secretary, Charlotte Duke – Treasurer

#### President's Report - the goals for 2018

1. Continue to improve the gravel section of Crawford Road and implement a maintenance plan to protect the integrity of the road as we continue to improve it.
2. Clarify with the Crawford Road community how the construction of a new county road would best serve the diverse needs of our community. Create a plan and begin to implement that plan.
3. Work to engage an active membership which will include addressing the current dues and the way they are applied. We are also actively seeking new members.
4. Clean up our files and update all filing requirements with the county
5. Create a plan to repair/replace the asphalt section of Crawford Road

#### Old Business

- Treasurers Report was read by Charlotte and unanimously approved as written
- Lake Leo to the Airport project has been completed
- Guthrie – Doug Guthrie, a new property owner on Crawford, was introduced. He and his wife paid for regrading the section of gravel road just past the airport. Thank you, Doug and Kathleen.
- Asphalt Resurfacing – we did not resurface any of Crawford road in 2017. We did collect multiple bids and the cost will require a special assessment. We have formed a committee to pursue resurfacing this year
- The cut across the lower portion of Crawford is for a new resident who is building a home. The cut provided power to the project. When weather permits the new owners intend to lay one truck load of asphalt to cover the cut and some portion of the road to the south of the cut. Not exactly sure how far that will be.

#### Proposed Budget 2018 – approved unanimously

- Trimming of Greenery along the road – Craig Izett has offered to trim the greenery in lieu of hiring a contractor. He intends to complete this by the end of March. He asked for volunteers to help with flagging and spotting. There were several people who volunteered.
- The speed signs – the contractor has advised that to preserve our road the speed should not exceed 10 mph.
- Maintenance of Crawford – the budget does not address the cost for a repaving project. Craig Izett reported that we have seen two types of bids. One option is to recover the surface of the road with a thin layer of asphalt. This would be poured directly over the old layer. It was his opinion, and that of others in the room, that that option is no longer viable for our road because our road has been neglected for too long. The second option would grind our current road in to material that would serve as the base for a new asphalt application. This appears to be the best option given the condition of the road. BUT we are in the process of collecting info and bids and the committee will get back to us as to their recommendation. All the options will require a special assessment.

As part of the budget discussion questions were raised as to how the dues are derived. Specifically, how are commercial interests evaluated as to their impact vs noncommercial. Also, a question was asked about the possible need to raise the dues

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and whether special assessments can be levied when clear cuts or development occurs which puts unusual stress on the road. The board recognized the need for some analysis of this issue and has agreed to look in to it.

## **New Business – the county road project**

We are currently in a process of exploring how to proceed in partnering with the county to create a county road. Many issues need to be resolved. Nothing has been decided as of today. To further that discussion, we will have a special meeting March 18 at 2:30. Twenty people have expressed interest in attending this meeting. We will be sending out info in advance of that meeting to help facilitate a productive time.

**Where we are now** – in 2017, the Airport Access Road Project, which is the county's name for Crawford Road, was included in the County Transportation Plan for 2018-2023. Thanks to all that emailed, wrote, and called the county commissioners. Your efforts made a difference. Because we are included in this plan, we can apply for grants to assist in funding the project. The county so far has committed 1 million to the project. The total project cost is estimated to be around 6 million.

We also have two new potential partners. The Parks dept has agreed and approved a new access to Crawford across their property from Craw Road. This will also give the park access to the land they own, and they will develop a trail system. The second partner is a developer who has also granted access and agreed to participate in funding the project.

We have also received written promises from most of the property owners on Crawford Road to gift their current easement to the county. These gifts by our neighbors helped convince the county that we are serious about partnering with them to create a better road situation. And the gifts of easement improve our grant application chances.

## **What we need to work on in 2018**

- Work as a community to determine what is best solution for our needs. March 18 will meet to explore concerns. Please call Mary Jacobson if you cannot attend the meeting and would like to provide your input 206-579-2028
- Grant applications - we will be applying for two grants this year. The first application is the .09 grant that is a county funded grant for developing infrastructure for economic development. That application was written in cooperation with the county engineer, the economic development council and the MCRA. We will be asking for the funds to complete engineering and design. The second grant is a state grant - CURB - this grant is also for infrastructure that supports economic development in rural counties. The max this grant gives is 2 million. We have met with the administrators of this grant and they were very encouraging. We intend to apply for this grant once we have heard the results for the county grant. It is our hope that we will have this first phase completed by the end of the year.

## **New Business – North Crawford**

We are meeting with property owners along this section of Crawford to solicit their financial assistance in rehabbing the gravel road. We have a plan and bids. We are quite hopeful that this year we will be able to extend the improved section through the Big Dip. Thereafter the association will maintain the road with grading each year.

## **Formation of Committees**

- Emergency management – John Dewit gave a presentation regarding the FEMA emergency preparedness workshop that he attended. All interested parties – and there were many – will be contacted as to available dates to attend the workshop as a group.
- Contractor/maintenance review and planning – although he did not specifically agree to become the chairman of this group – Craig Izett will be spearheading the search for a solution to the asphalt issue. We hope to have resolution this year.
- Airport Access Project – a meeting on March 18 at 2:30. The location to be announced. The purpose of this meeting is to come to a consensus about the future of our road that best represents the entire community – the homeowners, businesses, walkers, patrons of the cafes and restaurants, employees etc. You will be receiving additional info regarding this meeting in order to make it a more productive time.

**Adjourn** meeting adjourned at 4:16

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## Appendix II: Treasurer's Report

### 2018 TREASURER'S REPORT

**Cash Balance 1-1-2018** **\$17,434.25**

#### Income

Membership Dues	\$16,230
Special Assessments of Businesses	\$23,500
Donation	\$500
subtotal income	\$40,230.00

#### Expenses

Road Paving	\$50,000
Insurance	\$1,964
Road Grading	\$2,174
Trash Cleanup	\$289
Office supplies PO Box	\$95
Edge Maintenance	\$185
subtotal expense	\$54,707.05

**Ending Balance 12-31-2018** **\$2,957.20**

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## Appendix III: 2019 Budget

### MIDDLE CRAWFORD ROAD ASSOCIATION 2019 OPERATING BUDGET

	<b><u>2019 Budget</u></b>	
<b><u>REVENUE</u></b>		
Regular Assessments	\$	12,000
<b><u>EXPENSES</u></b>		
Maintenance Grading	\$	5,000
Insurance	\$	1,900
Office Expense	\$	300
Improvements	\$	2,000
Deposit to Replacement Fund	\$	2,000
<b>Total Operating Expense</b>	\$	<b>11,200</b>
<b>REVENUE OVER EXPENSE</b>	\$	<b>\$ 800</b>