

MIDDLE CRAWFORD ROAD ASSOCIATION

BUILDING THE CRAWFORD ROAD COMMUNITY

BOARD MEETING AGENDA

February 16, 2020

1:00 pm: Jacobson/Howard house 3053 Forest

Call to order: 1322

Attendees: Mary Jacobson, Max Foster, Charlotte Duke, Tara Rudolph

Approve January Minutes: Mary made a motion to approve the January minutes, Max seconded the motion.

Treasurer's Report: (Refer to February 2020 Treasurer's Report)

- January ending balance was \$6944.35 in the small business account and \$10,000 in the reserve account
- The reserve account is up and running
- 2019 dues are all accounted for from the membership
- Title company collected the first set of dues from "Hangar and Mash"

Old Business: Brief Review of the issues before the board – this will be very brief as most of the meeting will be addressing the Annual Meeting in March

- Bike/Walking Path: Craig's excavator broke, delaying any progress on his part on the trail
- Bump Revisions:
 - o Craig reports the provider of the bump modifications is still scheduled to do the work soon. The bumps will be turning into humps some are being relocated along with the asphalt ending point will be evened up.
- Road Maintenance:
 - o The work on the north section of Crawford that we have paid for – will continue as weather permits and Mitch recovers from the flu
 - o The culvert just north of Carly and Auston – talked with road contractors about enlarging the "pond" but can't do that work until summer because of mud issues. All road contractors and engineers unanimously agree the culvert will save this section of the road and can be better managed from the forest side. We visited an example of an amendment Mitch used on the new driveway off Crawford – very effective and we will be using this on the northern section and most likely on this section as well. But also continue to believe that this will be an effective feature of our future trail and will pursue the "pond" feature when weather permits and have included this in budgeting process with Mitch. We understand that a driveway is planned for this area and will need to adjust as necessary when the driveway is located. John Lloyd with QuickSilver Construction, LLC will be given the opportunity to plan/help create/quote the pond project.
 - o Max will address 2020 work as it relates to next year's budget in the budget portion of the Annual Meeting discussion and all property owners will be notified of the work proposed. Some will require written notice as that is the only contact info we have.

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- New Members packet– we have a few new members Nichols, Hangar and Mash, and Mike Olsen
 - o Listing of easements – not sure we need this?
 - o Articles of Incorporation – not sure we need this
 - o Declaration of Membership – not sure we need this
 - o Bylaws
 - o Welcome letter!
- Creation of Reserve Account – max – we have a preliminary budget for this account.
- Discussion regarding working with the county to get participation in annual road maintenance – Talked to Helen. Working with county engineers who have suggested a letter to the Commissioners – budgeting process is starting soon so good timing. Max is putting together a letter. Then we will need to follow up with meetings with the individual commissioners. I think we have all been very clear that the community will be highly resistant to paying for a new road without addressing the old road. Most recent news from Helen is that it is difficult for public entities to contribute to private entities. Still talking with Bill Oakes to find a loophole

New Business:

- **Another board meeting scheduled for March 9, 2020 has been arranged specifically to talk about assessments and bylaws.**
 - o Proposed new assessments based on budget
 - o Approval of plain language bylaws by the board. Need to ensure the wording in the bylaws allows for the bylaws to be revised without the need to file them every time with the county.
- Discussion regarding a contingency plan in the event all gatherings need to be cancelled due to the coronavirus. Possible virtual meeting???
- **VOTE:** Tara made a motion to approve the following definition and it was seconded by Mary— motion approved.

Property will be considered “developed” upon creation of vehicle access or installation of utilities, whichever comes first.

- Clarification that the Bylaws do allow for MCRA to take out a loan
- Do you think we should mention the state law that says that even if you aren't a member of the association you are required to pay for maintenance of the road? Or maybe that goes out in the announcement to the non-members as a reason to join the association so they can have some impact on the way the road is managed? Agreed this should be done tastefully.
- Max and Mary shared a proposed budget that introduces the opportunity to chip seal Crawford road and how assessments will be impacted.

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Annual meeting

Agenda

- **Welcome and Pres report – what we did this year**
 - road maintenance
 - traffic calming research and planning – Max will talk about the trail
 - dues collection and Betty Crawford contribution
 - Governing Doc Review with Attorney
 - county road brief review – the impact of the car tab fee reduction on Island County roads
- Treasurer report Review of the 2019 **budget by Max**
- Approval of 2019 annual meeting minutes
- AIRPORT UPDATE
- Election of officers Tara, Carly, Mary, Max, Charlotte
- 2020 Budget approval **FOR DISCUSSION AT SUNDAY'S BOARD MEETING**
- Website update – **ALL OF THE COUNTY INFORMATION IS AVAILABLE FOR YOUR REVIEW – IF YOU ARE INTERESTED IN THE NEW ROAD THIS IS WHERE TO FIND THE LATEST INFORMATION. THIS MESSAGE IS IMPORTANT FOR ALL MEMEBERS TO UNDERSTAND. WE ARE ALWAYS AVAILABLE TO HEAR SUGGESTIONS AND CONCERNS.**
- Copy of plain Language By laws for review – we will vote on them later this year.
- Announce a date for open house to discuss public road option. Brief review of current status. The upside the downside.
- Vote on allowing the county to patrol for speed
- Goals for 2020 **WHAT ARE THEY??** - continue to rehabilitate the north section, plan for the asphalt, start the trail, vote on new bylaws, work with county engineers to design a new road at Crawford that slows traffic and incorporates a trail system, work with the county to find a way for them to contribute to our annual maintenance, manage water, develop a 10 year maintenance plan for the entire road.
- Ask for volunteers

PACKET FOR ANNOUNCEMENT

- 2019 minutes
- 2020 budget proposal
- Plain language bylaws
- Dues for 2020 – some will be going up
- Agenda for 2020 annual meeting
- Proxy
- 2019 treasurer's annual report – income/expense spreadsheet
- Letter from the association
- Ballot to vote on permitting the county to patrol for speed
- Website info

Annual Meeting Scheduled for March 29th, 2020

- Mary will ask Gary if the coffee roasters is available for meeting space

Adjourn: 1600