



Board of Directors Resolution
Action Taken by Unanimous Consent

WHEREAS, River District Bylaws Article 3.9 confirms that any action required or permitted to be taken by the Board of Directors may be taken without a meeting, if all members of the Board consent in writing. This resolution extends to three items of business, as follows:

- Exhibit A: Adoption of a 2024 Budget and submission for ratification by the membership;**
- Exhibit B: Adoption of Change of Service Process;**

WHEREAS, Section 6.3 of the Covenants, Conditions and Restrictions (CC&R) imposes a duty on the Board to determine and fix the annual Regular Assessment against each Lot, on a yearly basis;

WHEREAS the Board of Directors has reviewed the 2024 Budget prepared by Rockwood Property Management, which is funded sufficient uphold the standard of maintenance and administration expected by the community;

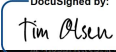
NOW, THEREFORE, BE IT RESOLVED that the Board of Directors has adopted the attached Exhibit A: 2024 Budget, and hereby submits it for ratification by the membership pursuant to RCW 64.90.525.

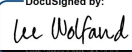
WHEREAS Bylaws Article 4 imposes a duty upon the Board to enforce the applicable provisions of the Declaration, Articles, these Bylaws, and other instruments relating to the ownership, management, architecture, and control of the property;

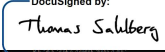
WHEREAS the Board realizes that as projects age the members of the different Special Service Communities may desire to adjust their services. For this reason, the Board has developed a process to allow this change of services to be brought forth by the members.


NOW, THEREFORE, BE IT RESOLVED that the Board of Directors adopts the attached Exhibit C: Change of Service Process.

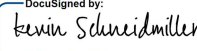
These actions are hereby taken by unanimous written consent of the River District Board of Directors:

DocuSigned by:

 Signed: Tim Olsen, Director
 11/9/2023
 Dated: _____

DocuSigned by:

 Signed: Lee Wolfhand, Director
 11/9/2023
 Dated: _____

DocuSigned by:

 Signed: Tom Sahlberg, Director
 11/9/2023
 Dated: _____

DocuSigned by:

 Signed: Joe Frank, Director
 11/9/2023
 Dated: _____

DocuSigned by:

 Signed: Kevin Schneidmiller, Director
 11/13/2023
 Dated: _____



Board of Directors Resolution
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Exhibit A: Proposed 2024 Budget adopted by the Board and submitted for ratification by the membership;

2024 Budget - Main
River Crossing Homeowners Association

INCOME

Assessments:		Cost/Mo	Frequency	# of homes	2023 Budget	Estimated* Income	2024 Budget
5010	Dues	\$ 35.00	12	767	\$ 287,832.00	\$ 287,063.62	\$ 317,940.00
5011	Harvest Lofts Dues	\$ 17.50	12	72	\$ -	\$ -	\$ 15,120.00
<i>Projected % of Delinquent Dues</i>					\$ (2,878.32)		\$ (3,179.40)
5012	Dues - Builder	\$ 35.00	9	20	\$ 6,030.00	\$ 8,648.00	\$ 6,300.00
	Developer Contribution				\$ 10,000.00	\$ 17,000.00	\$ 10,000.00
Total Assessments:					\$ 300,983.68	\$ 312,711.62	\$ 346,180.60
Other Income:							
5014	Transfer Fee				\$ -	\$ -	\$ -
5020	Late Charges				\$ 4,000.00	\$ 6,643.34	\$ 4,000.00
5021	Late Interest				\$ 310.00	\$ 629.53	\$ 310.00
5025	NSF Income				\$ -	\$ -	\$ -
5026	Fine Income				\$ -	\$ 100.00	\$ -
5032	Lien Income				\$ -	\$ 1,423.35	\$ -
5045	Initiation Fees				\$ -	\$ -	\$ -
5050	Interest Income				\$ -	\$ 2,653.77	\$ 4,140.00
5100	Misc. Income				\$ -	\$ 20.00	\$ -
Total Income:					\$ 305,293.68	\$ 324,181.61	\$ 354,630.60

EXPENSES

Landscaping Expenses:		Contract Rate	Frequency	# Per Year	2023 Budget	Estimated* Expenses	2024 Budget
6810	Mowing - Commons/Fall Leaf control				\$ 103,779.65	\$ 106,190.92	\$ 117,133.73
6820	Fertilize - Commons				\$ 11,169.87	\$ 11,169.89	\$ 12,286.86
6830	Turf Spray - Commons				\$ 11,768.96	\$ 12,991.10	\$ 13,628.51
6843	Master Tree Program				\$ 13,488.96	\$ 12,623.93	\$ 14,800.00
6850	Flowers (Planting and Removal)				\$ 650.00	\$ 888.53	\$ -
6860	Sprinkler Turn On & Blow Out				\$ 4,876.00	\$ 4,876.00	\$ 5,352.83
6880	Landscape Labor and Materials				\$ 13,750.00	\$ 16,598.73	\$ 16,950.00
6890	Misc. Landscape- Planter beds				\$ 9,021.55	\$ 13,531.36	\$ 11,017.73
6891	Swale Maintenance/splash pads				\$ 491.41	\$ 491.41	\$ 540.55
Total Landscaping:					\$ 168,996.41	\$ 179,361.87	\$ 191,710.20
Other Expenses:							
6120	Community Events				\$ 9,300.00	\$ 9,250.00	\$ 9,900.00
6135	Board & Annual Meetings				\$ 350.00	\$ 131.36	\$ 140.00
6305	Accounting				\$ 195.00	\$ 220.00	\$ 3,620.00
6306	Legal				\$ -	\$ -	\$ -
6308	Lien Filing				\$ -	\$ 757.00	\$ -
6310	Insurance Premiums				\$ 1,181.00	\$ 1,181.00	\$ 1,299.10
6330	Bank Charges				\$ 40.00	\$ -	\$ -
6415	Electricity/Street Lights				\$ 35,500.00	\$ 39,278.02	\$ 40,132.00
6420	Water				\$ 10,930.00	\$ 8,387.88	\$ 9,820.00
6615	Snow Removal				\$ 19,737.00	\$ 21,878.30	\$ 22,915.83
6626	Postage				\$ 6,880.00	\$ 6,881.09	\$ 7,185.00
6630	Repairs & Maintenance/dog stations				\$ 5,693.00	\$ 5,046.03	\$ 5,733.00
6635	Centennial Trail Sponsor				\$ 4,500.00	\$ 1,275.00	\$ 2,580.00
6900	Web Fees				\$ 156.82	\$ 156.82	\$ 156.82
7505	Management Fee	\$ 5.75			\$ 46,975.50	\$ 48,157.00	\$ 52,146.75
7508	Property Taxes				\$ 450.00	\$ 386.80	\$ 400.00
7515	Income Taxes				\$ -	\$ 5.00	\$ 803.22
Total Other:					\$ 141,888.32	\$ 142,991.30	\$ 156,831.71
6620	Capital Funding:				\$ 4,000.00	\$ 4,000.00	\$ 5,000.00
TOTAL EXPENSES					\$ 314,884.73	\$ 326,353.17	\$ 353,541.92
NET CASH FLOW:					\$ (9,591.05)	\$ (2,171.56)	\$ 1,088.68

* Estimated income and expenses = 2023 actuals through 8/31/2023 + remaining budget



Board of Directors Resolution
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(continued) Exhibit A: Proposed 2024 Budget adopted by the Board and submitted for ratification by the membership;

2024 Budget - Sahale
River Crossing Homeowners Association

INCOME

Assessments:		Cost/Mo	Frequency	# of homes	2023 Budget	Estimated* Income	2024 Budget
5010	Dues Townhomes	\$ 115.00	12	45	\$ 54,000.00	\$ 74,676.71	\$ 62,100.00
5010	Dues Cottages	\$ 140.00	12	14	\$ 21,000.00		\$ 23,520.00
Projected % of Delinquent Dues			2%		\$ (1,080.00)		\$ (1,242.00)
Total Income:					\$ 73,920.00	\$ 74,676.71	\$ 84,378.00

EXPENSES

Landscaping		Contract Date	Frequency	# per Yr.	2023 Budget	Estimated* Expenses	2024 Budget
6810	Mowing - Commons/leaf control				\$ 16,018.10	\$ 16,446.12	\$ 18,242.82
6820	Fertilize - Commons				\$ 2,572.99	\$ 2,572.99	\$ 2,830.30
6830	Turf Spray - Commons				\$ 1,382.35	\$ 2,265.91	\$ 2,772.36
6843	Master Tree Program				\$ 4,500.00	\$ 2,664.79	\$ 3,770.00
6860	Sprinkler Turn On & Blow Out				\$ 1,595.39	\$ 1,595.39	\$ 1,754.93
6880	Landscape Labor/Materials				\$ 2,900.00	\$ 3,146.53	\$ 3,475.00
6890	Landscape-Planter Beds/fall clean up				\$ 9,794.19	\$ 14,309.22	\$ 13,283.45
6891	Swale Maintenance				\$ 102.37	\$ 204.74	\$ 112.60
Total Landscaping:					\$ 38,865.39	\$ 43,205.69	\$ 46,241.46

Other Expenses

6415	Electricity				\$ 2,280.00	\$ 2,382.00	\$ 2,424.00
6420	Water				\$ 2,950.00	\$ 2,680.70	\$ 2,780.00
6615	Snow Removal				\$ 13,538.00	\$ 16,646.76	\$ 15,956.03
6630	Repairs & Maintenance				\$ -	\$ 75.00	\$ -
7505	Management Fee	\$ 12.00			\$ 8,496.00	\$ 8,496.00	\$ 8,496.00
Total Other:					\$ 27,264.00	\$ 30,280.46	\$ 29,656.03

6620	Capital Funding:				\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
TOTAL EXPENSES					\$ 71,129.39	\$ 78,486.15	\$ 80,897.49

NET CASH FLOW: \$ 2,790.61 \$ (3,809.44) \$ 3,480.51



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(continued) Exhibit A: Proposed 2024 Budget adopted by the Board and submitted for ratification by the membership;

**2024 Budget - Orchard Place
River Crossing Homeowners Association**

INCOME

Assessment Income:		Cost/Mo	Frequency	# of homes	2023 Budget	Estimated* Income	2024 Budget
5010	Dues	\$ 185.00	12	30	\$ 57,600.00	\$ 57,716.00	\$ 66,600.00
5013	Special Assessment	\$ 300.00	1	30	\$ 9,000.00	\$ 9,000.00	\$ -
Total Income:					\$ 66,600.00	\$ 66,716.00	\$ 66,600.00

EXPENSES

Landscaping		Contract Rate	Frequency	# per Yr.	2023 Budget	Estimated* Expenses	2024 Budget
6812	Mowing - Homes				\$ 24,024.97	\$ 24,325.48	\$ 27,368.88
6822	Fertilize - Homes				\$ 3,289.87	\$ 3,289.89	\$ 3,618.86
6832	Turf Spray - Homes				\$ 1,405.63	\$ 1,405.63	\$ 1,956.66
6843	Master Tree Program				\$ 1,608.17	\$ 1,205.67	\$ 1,277.00
6860	Sprinkler Turn On & Blow Out				\$ 1,387.93	\$ 1,387.92	\$ 1,526.72
6880	Landscape Labor/Materials				\$ 1,550.00	\$ 1,192.90	\$ 1,280.00
6890	Landscape-Planter Beds/fall clean up				\$ 8,512.71	\$ 10,748.88	\$ 10,985.07
Total Landscaping:					\$ 41,779.28	\$ 43,556.37	\$ 48,013.19

Other Expenses

6615	Snow Removal				\$ 11,712.00	\$ 17,550.63	\$ 15,596.66
7505	Management Fee	\$ 8.00		30	\$ 2,880.00	\$ 2,880.00	\$ 2,880.00
Total Other:					\$ 14,592.00	\$ 20,430.63	\$ 18,476.66

TOTAL EXPENSES	\$ 56,371.28	\$ 63,987.00	\$ 66,489.84
NET CASH FLOW:	\$ 10,228.72	\$ 2,729.00	\$ 110.16



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(continued) Exhibit A: Proposed 2024 Budget adopted by the Board and submitted for ratification by the membership;

2024 Budget - Trailhead Townhomes
River Crossing Homeowners Association

INCOME

Assessments		Cost/Mo	Frequency	# of homes	2023 Budget	Estimated* Income	2024 Budget
5010	Dues:	\$ 185.00	12	18	\$ 34,560.00	\$ 34,460.00	\$ 39,960.00
Total Homeowner Assessment:					\$ 34,560.00	\$ 34,460.00	\$ 39,960.00

EXPENSES

Snow Removal		Contract Rate	Frequency	# per Yr.	2023 Budget	Estimated* Expenses	2024 Budget
6615	Alley/Sidewalks				\$ 7,688.00	\$ 9,840.78	\$ 10,343.87
Snow Removal Total					\$ 7,688.00	\$ 9,840.78	\$ 10,343.87

Landscaping Expenses

6810	Mowing - Commons/Homes				\$ 12,571.42	\$ 12,746.40	\$ 14,319.10
6820	Fertilize - Commons/Homes				\$ 1,241.46	\$ 1,241.46	\$ 1,365.61
6830	Turf Spray - Commons/Homes				\$ 628.51	\$ 1,288.44	\$ 1,226.68
6843	Master Tree Program				\$ 1,470.00	\$ 640.33	\$ 1,205.00
6860	Sprinkler Turn On & Blow Out				\$ 730.49	\$ 730.49	\$ 803.55
6880	Landscape Labor				\$ 1,830.00	\$ 1,833.14	\$ 1,900.00
6890	Misc. Landscape (Bed Weeding)				\$ 2,708.34	\$ 4,109.77	\$ 3,758.45
Landscaping Total					\$ 21,180.21	\$ 22,590.03	\$ 24,578.39

Common Area Utilities

6415	Irrigation Timers/Street Lights				\$ 528.00	\$ 531.03	\$ 545.40
6420	Water				\$ 590.00	\$ 522.06	\$ 590.10
Common Area Utilities Total					\$ 1,118.00	\$ 1,053.09	\$ 1,135.50

Common Area Repair & Maintenance

6440	Alley				\$ -	\$ -	\$ -
6630	Site Amenities				\$ -	\$ -	\$ -
Common Area Repair & Maintenance Total					\$ -	\$ -	\$ -

Administrative Expenses

6620	Reserve Account Fund				\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
7505	Management Fee	\$ 12.00		18	\$ 2,592.00	\$ 2,592.00	\$ 2,592.00
Administrative Total					\$ 4,092.00	\$ 4,092.00	\$ 4,092.00

Total Expenses: \$ 34,078.21 \$ 37,575.90 \$ 40,149.75
Net Cash Flow: \$ 481.79 \$ (3,115.90) \$ (189.75)



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(continued) Exhibit A: Proposed 2024 Budget adopted by the Board and submitted for ratification by the membership;

2024 Budget - East Townhomes & Cottages
River Crossing Homeowners Association

INCOME

Assessments		Cost/Mo	Frequency	# of homes	2023 Budget	Estimated* Income	2024 Budget
5010	Dues:	\$ 185.00	12	27	\$ 51,840.00	\$ 52,094.00	\$ 59,940.00
5012	Builder Dues	\$ 185.00	3	0	\$ -	\$ 480.00	\$ -
Total Homeowner Assessment:					\$ 51,840.00	\$ 52,574.00	\$ 59,940.00

EXPENSES

Snow Removal		Contract Rate	Frequency	# per Yr.	2023 Budget	Estimated* Expenses	2024 Budget
6615	Alley/Driveway/Sidewalks				\$ 15,616.00	\$ 20,164.46	\$ 19,388.01
Snow Removal Total					\$ 15,616.00	\$ 20,164.46	\$ 19,388.01

Landscaping Expenses

6810	Mowing - Commons/Homes				\$ 16,669.87	\$ 16,483.06	\$ 19,286.19
6820	Fertilize - Commons/Homes				\$ 856.77	\$ 856.77	\$ 942.46
6830	Turf Spray - Commons/Homes				\$ 702.95	\$ 1,074.30	\$ 1,106.85
6843	Master Tree Program				\$ 900.00	\$ 431.24	\$ 875.00
6860	Sprinkler Turn On & Blow Out				\$ 900.88	\$ 1,075.12	\$ 1,392.26
6880	Landscape Labor				\$ 2,800.00	\$ 3,817.58	\$ 4,100.00
6890	Misc. Landscape (Bed Weeding)				\$ 3,741.53	\$ 5,304.00	\$ 5,937.12
Landscaping Total					\$ 26,571.99	\$ 29,042.07	\$ 33,639.88

Common Area Utilities

6415	Irrigation Timer				\$ 300.00	\$ 370.77	\$ 276.00
6420	Water				\$ 750.00	\$ 372.58	\$ 450.00
Common Area Utilities Total					\$ 1,050.00	\$ 743.35	\$ 726.00

Common Area Repair & Maintenance

6440	Alley				\$ -	\$ -	\$ -
6630	Site Amenities				\$ -	\$ -	\$ -
Common Area Repair & Maintenance Total					\$ -	\$ -	\$ -

Administrative Expenses

6620	Reserve Account Fund				\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
7505	Management Fee	\$ 12.00		27	\$ 3,888.00	\$ 3,864.00	\$ 3,864.00
Administrative Total					\$ 5,388.00	\$ 5,364.00	\$ 5,364.00

Total Expenses: \$ 48,625.99 \$ 55,313.88 \$ 59,117.89

Net Cash Flow: \$ 3,214.01 \$ (2,739.88) \$ 822.11



Board of Directors Resolution
Action Taken by Unanimous Consent

(continued) Exhibit A: Proposed 2024 Budget adopted by the Board and submitted for ratification by the membership;

**2024 Budget -Capital/Reserve
River Crossing Homeowners Association**

INCOME

Assessments		Cost/Mo	Frequency	# of homes	2023 Budget	Estimated* Income	2024 Budget
5000	Reserve Transfer				\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
5045	Initiation Fees	\$ 50.00	1	20	\$ 1,000.00	\$ 1,800.00	\$ 1,000.00
5050	Interest				\$ 54.00	\$ 123.62	\$ 144.00
Total Income:					\$ -	\$ 5,923.62	\$ 5,144.00

EXPENSES

Capital Expenses		Contract Rate	Frequency	# per Yr.	2023 Budget	Estimated* Expenses	2024 Budget
6621-900	Playground Equip.				\$ 10,000.00	\$ 3,866.64	\$ -
6621-900	2024 Project Discussion				\$ -	\$ -	\$ -
Total Expenses:					\$ 10,000.00	\$ 3,866.64	\$ -
Net Cash Flow					\$ (4,946.00)	\$ 2,056.98	\$ 5,144.00

* Estimated income and expenses = 2023 actuals through 8/31/2023 + remaining budget



Exhibit B: Adoption of Change of Service Process;

River District – Change of Service Process

The Board realizes that as projects age the members of the different Special Service Communities may desire to adjust their services. For this reason, the Board has developed the following process to allow this change of services to be brought forth by the members. The process will be member driven with oversight by the Board of Directors.

Step 1: Any member or group of members (“Presenter”), within the community, can initiate this process with the redrafting of the “Scope of Services”.

Step 2: The Presenter of the action is then responsible for collecting signatures of not less than 67% of the affected members. The collection of signatures will require an address, legal name, valid phone number and valid email address.

Step 3: Upon the completion of Step 1 and Step 2, the Presenter will submit the packet of information to the Board, along with an application fee. The application fee is used for expenses related to the confirmation of the submitted information and signatures. Upon completion of this step the Board will issue a formal determination of a “complete” or “incomplete” application. In the circumstances of an incomplete application the Board will either request additional information or deny the application (either action would be done in writing by the Board to the Presenter).

Step 4: If the application is deemed complete, a notification will be sent out to the affected members. If additional costs are incurred, above the application fee, the member or group of members will be responsible for these costs. This notification will include:

- a. The updated draft of the “Scope of Services”
- b. A dated deadline for members to submit a letter in favor of or in opposition to this action.
- c. A date for the official member vote on this action and instructions on how to vote.

Step 5: Upon the deadline for members to submit letters in favor or opposition, all letters will be made available on the HOA website and a link will be emailed out to all affected members.

Step 6: Upon the deadline for voting, the action will only be approved if 67% or more of the voting members vote in favor of the action. A vote not submitted would count as a vote in denial of the application. There will be no appeal allowed of this final vote. Any continued effort by the Presenter will need to go back through the process outlined above.

Step 7: Upon a vote of approval, the updated “Scope of Services” will go into effect as of the next budget cycle or expiration of contracted services, whichever is most restrictive.