

CROFTON HILLS HOMEOWNERS ASSOCIATION

*Minutes of the Board of Directors meeting of the Crofton Hills Homeowners Association, Covington, WA,
held through Zoom at 6:30PM on August 18, 2025*

Board Members

Carol Garcia, President | Josh Peyton, Vice President | Sandra Anderson, Treasurer | Amy Peyton, Secretary | Konrad Crabtree, Director-at-Large

Others

Debi Alexander

Approval of the Minutes of the Previous Meeting

June and July minutes motioned for approval by Sandra Anderson. Seconded by Carol Garcia and other members on August 18th. Motion passed.

Time	Item	Owner
6:39PM	Call to Order	Carol Garcia
6:39PM	PM Report with Property Manager <ul style="list-style-type: none">• Delinquencies• Correspondence<ul style="list-style-type: none">- City will fix the no parking sign issue• Compliance<ul style="list-style-type: none">- Garbage can issue• ACC Requests<ul style="list-style-type: none">- Lot 28 – Request to add railing to front porch – approved via email- Lot 50 – Requests to paint & replace roof – approved via email- Lot 56 – Request to replace fence – approved via email- Lot 81 – Request to replace roof – approved via email- Lot 95 – Request to paint – approved via email• Maintenance<ul style="list-style-type: none">-Board wants to ask if the irrigation clock upgrade would require a subscription. Board will probably not go forward with the upgrade.• Board Training Seminar<ul style="list-style-type: none">- 6:30PM on October 8th- Located at Kent Commons- Let Debi know if you want to attend	Debi Alexander

Time	Item	Owner
6:52PM	Treasurer's Report <ul style="list-style-type: none"> • CD's will be coming due in October • \$10K in each CD and \$10K in bank...total reserve amount currently is \$32,558. Money will be coming out to pay for the play wood chips. 	Sandra Anderson
7:57PM	2026 Budget <ul style="list-style-type: none"> • 2026 budget was sent by Debi, but Sandra hasn't look at it completely • Sandra will get the budget out to everyone. Then each member will be responsible to look over it. Each board member can approve via email, but, if there are questions, then we will set up a follow-up meeting • Budget approval meeting for the Crofton Hills community to be set in October 	Sandra Anderson
7:08PM	Date for Annual Budget Approval Meeting and Regular Meetings <ul style="list-style-type: none"> • Annual Budget Approval Meeting – we will wait until the budget gets approved by the board and then send out a date to the community for the annual meeting...probably beginning or mid-October • Regular Meetings in 2026 – proposed the 3rd or 4th Tuesday of the month – will finalize later 	Sandra Anderson
7:13PM	Collecting More Emails <ul style="list-style-type: none"> • Idea to give a discount on dues if email addresses are provided by community members, but that can't be done in Washington State • Discussion about admin fee for all those who continue using paper copies and not emails • Debbie will let homeowners know how much we are spending on paper correspondence to hopefully encourage homeowners to share emails with the HOA board. 	Konrad Crabtree
7:25PM	Meeting Adjourned	Amy Peyton

Time

Item

Owner

ACTION ITEMS FROM MEETING

- **Sandra** – Review budget and send out proposed budget for 2026
- **All voting members** – Must vote on proposed budget in order to present to Crofton Hills community