

Meeting of the Mill Creek Community Board of Directors

Meeting Minutes

Date: March 15, 2016

Location: Hickory Flat Fire Station (7675 Vaughn Road)

Time: 6:36 PM – 9:01 PM

Board Attendees: Harry M, John M., John B., Heather Z., Shannon T.

Other: Jessica M. (Heritage Property Management)

Executive Session

Harry motioned to enter into Executive Session at 8:35 PM to discuss confidential matters. Motion seconded by Shannon. Board members met in executive session from 8:35 – 9:00 PM.

Business:

- Harry called meeting to order
- **Motion by Heather:** Approve prior meeting minutes as emailed. Seconded by John M.
Vote: Harry, Heather, John M, Shannon in favor. John B abstains. Motion approved.
- Pool resurfacing bids received. Not in the budget for 2016. Reserve study targets it for next year and pool company says it can wait another season. Resurfacing will be planned for 2017 for the Falls pool and 2018 for the Manor pool.
- Pool camera bids received. Need to be reviewed. Will discuss offline and come up with a decision electronically within two weeks
- Bids received from Crabapple. One for pruning pine trees at Falls pool and tennis court. The other for removing first row of pine trees at Falls pool. Will discuss offline and come up with a decision electronically within two weeks
- Crabapple to turn on sprinkler zones at both pools so newly installed sod can be irrigated.
- **Motion by Shannon:** Approve Crabapple bid to install 1230 bales of pine straw in the community. Seconded by John M.
Vote: Motion approved unanimously.
- Crabapple bid received for Spring color. Board unsure what is to be replaced/planned since it appears new plantings were just done at the entrances and pool areas. Discussion tabled until we find out from Crabapple what is supposed to be replaced exactly.
- Parking signs at pool discussion. Parking rules need to be made before a sign is erected. Shannon and Harry to work on guidelines/recommendations and have something to present to board in two weeks.
- **Motion by Shannon:** Order 4 parking signs to place at each pool entrance. Seconded by Harry.
Vote: Motion approved unanimously.
- Door king software controlling pool gate and bathroom access seems to be resolved. The rep had to come out and manually upload data to the system. Will keep two activated cards in cabanas for normal resident access testing purposes in the future.
- Board decided to leave graffiti paint at Seago driveway for now. Is not offensive and small in nature. Weather should fade it out.

- A new management company has been hired and will start on April 1. Heritage will no longer be the community's property manager after March 31st
- Jessica will go into system and dismissing late fees for any assessments that were paid by March 15th
- Tennis court crack repairs tabled until we can get additional info/bids about actual crack filling and not just patching.

Committee reports:

- Communications report:
 - Not sure how and when the next newsletter will go out (electronic vs paper). Board does not want to over bombard people with upcoming mailings that management company may send out.
 - Shannon and Rick to discuss 'Welcome Wagon' ideas
- Athletic report:
 - Committee would like to schedule a time to pressure wash courts (need access to water). Left corner is extremely slick and a hazard to members and guests. Pine trees in that area are causing mildew and they asked if trees can be cut back.
 - Committee would like to know if there is budget for new windscreens. Current ones are ripped and torn and continue to fall down. John B. visited the area earlier today and zip tied the screens back in place and doesn't feel they need to be replaced at this time.
- Harry opens floor. For questions:
 - *HO asks who violation letters go to.* They go to owner address and property address.
 - HO concerned about people using basketball courts that shouldn't. As well as shady people parked in lots at 5am in the morning when she walks her dog. Also about trash cans in front of houses on non-trash days. She has complained to management plenty of times and nothing seems to change. Harry said we need POA to change the rules. Resident should call sheriff if they see suspicious activity. Maybe Bob from NW can talk to the patrol person in charge or are area for increased police presence.
 - *How do you get pool card. No pool card given at closing.* Contact management. There is a fee.
 - *Do we have minimum amounts we keep in reserves, money market, etc.* Reserves fluctuate more than operating does. There isn't really a set minimum.
 - *Is there a protocol for fines/violations?* Yes there is. *Can we better document the process to the community?* Shannon says he will work with Rick on newsletter to inform community.
 - *Are we putting liens on houses?* Yes
 - *Is it possible to buy property behind homes on oak haven?* Not without a POA.

Next board meeting is tentatively scheduled for April 19th at 6:30PM

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Motion to end general meeting at 9:01pm. Seconded by John B.