

Meeting Minutes – Mill Creek Community Board of Directors

Date: February 15, 2018

Location: IHOP, Canton

Time: 6:00 – 8:15 pm

Attendees: Harry Mavromatidis, Ben McTier, Rick Corrao, Brantley Day, (George Russell absent)

Other Attendees: Michael Arnold, HomeOwners Advantage

I. Call to Order

II. Approval of Minutes

Discussion and approval of minutes from last meeting, January 18, 2018

III. Old Business

1. Discussion of Final Draft of RFP for a property management company, to be released tomorrow with milestones as follows:
 - 2/16/18 - RFP issued to prospective vendors
 - 3/16/18 - Last date for responses to be received
 - 3/16 thru 4/30/18 - Review proposals and conduct interviews, as necessary
 - 5/1/18 – Notify selected vendor and serve 30-day termination notice to current vendor (if req'd), commence transition period
 - 6/1/18 – Begin new contract with property management vendor.
2. Website Migration – Harry stated he will complete this by the end of Feb
3. Crabapple proposal for the repair of 3 monuments needs to be re-written. Currently states “repair/replace fallen rock face on monuments”, needs to include inspection of structures and proactively repair any loose stones and crumbling mortar. Michael advised that a clause should be added regarding foundational issues, which would not be included in Crabapple’s proposal. Rick pointed out that the total price exceeds \$2300 and therefore should require 2 more competitive bids. Issue still OPEN.
4. “Monthli” is current from Jan 2017 to date. Harry asked if we want to use this instead of Facebook for communications for the community, to keep non-residents out of the conversations. Harry wants to discuss this with the entire board prior to next BoD meeting.
5. Shrubbery around mailboxes - George volunteered to reach out to USPS but was not present. Issue still OPEN.
6. Status of new sub-committees – Due to lack of volunteers for leadership roles, the board decided to abandon sub-committees originally suggested by Ben. Does not include the Color Guard, which Harry stated has volunteers to support it.

IV. Officer & Director Reports

None.

V. Committee Reports

1. ARC – Pollarding of tree at 988 Mill Creek Ave. Ben suggested resident get an outside arborist to inspect the two trees to see if they are viable. If not, the resident must replace them with trees of a specified minimum height and diameter. Ben to provide document with acceptable pruning practices per ISA (International Society of Arboriculture) standards, and Michael to draft violation letter to the resident.
2. Athletic
 - Basketball court fence is complete and magnetic lock is working. Announcement to be released on Monthli and Facebook. Per Kerry Estep’s recommendation, we will not require the “Reserve My Court” system to be used at this time.
 - New backboard replacement to be installed by board members on Sunday, 2/18.
 - Need clarification on Reliable’s proposal to repair the lamps at the tennis court, as no mention in the proposal about replacing the underground conduit, which according to their electrician, had water in it and was causing a short. Michael to follow-up with the vendor.
 - Kant Slam on tennis court gate needs to be repaired by Better Built Fence. Per Michael vendor is aware that the device is defective and will address it.
3. Communications
 - Yolanda Deese unable to update the message boards any longer. Rick asked Harry if one of the Color Guard volunteers would consider doing this.
 - Rick stated he has not had time to work on the newsletter consistently. Harry volunteered to add the articles that we have available already. Rick to email documents to Harry.
4. Special Events
 - Harry wants to plan an event for pool opening / end of school.
 - Traffic Calming being abandoned for now due to lack of a chairperson.
 - POA still viable. The board discussed the need to get 2/3 of the OWNERS to agree, which will likely require a door-to-door effort. Community has approx 18% renters, who are not eligible to vote.

VI. Management Report

- Michael reported HO Advantage received approx. \$7000 check from Lueder and Assoc. for a delinquent resident.
- Drive-thru on 2/15 revealed 18 violations, 9 due to trash cans.
- \$1500 collected in capital contributions in Jan ’18. HO Adv has been collecting these consistently since taking over as the management company, however governing documents require initial payment from the first owner only. Board needs to revisit to decide on policy going forward.

VII. Public Q&A

No other residents in attendance.

VIII. General New Items

- Towing company (A-Towing) claims our contract expired and therefore did not remove the white Honda Civic from Falls pool lot. Action req'd to resolve.
- More cameras near the tennis courts – table for now.
- Michael Wells, 511 Cottonwood Ct, Manor – From the photos it appears that the trunk of the fallen tree is on his property and fell across the fence and into the common area. This would indicate that it is the homeowner's responsibility. Ben will confirm that the trunk is on the owners side of the property line.
- Manor cabana frozen pipe damage is still not fixed; awaiting quote from Scott Parish plumbing. Consequently bathrooms are still closed.
- Outstanding Vendor Bids:
 - Pool – Still waiting for Aquatics Management (Pat) to provide quote that includes chemicals.
 - Janitorial Services
 - Landscaping – Michael suggested that we to continue w/ Crabapple until we have another vendor in place.

IX. Executive Session

X. Adjournment

The next meeting is scheduled for March 15, 2018, 6:00 pm at IHOP Restaurant, 3010 Northside Pkwy., Canton, GA 30115.

Meeting ran late and adjourned at 8:15 pm.