

**Mill Creek Homeowners Association
Board Meeting
Tuesday, April 12, 2011**

Summary Minutes

- I. Meeting convened.** The meeting convened at 7:50 p.m. Present were Neal Grandy (President and Associate Treasurer), Brian Markot (Vice President and Treasurer), Addeane Caelleigh (Secretary and newsletter editor), Janet Eden (Member at Large and Common Grounds Committee), Maritza Saavedra (Member at Large and Architectural Review Committee), and Sue Voreis (Member at Large and Common Grounds and Architectural Review Committees).
- II. Minutes.** Minutes of the March Board meeting (which had been circulated, revised, and posted in March) were approved.
- III. Homeowner issues/comments/concerns**
- A. **1312 Gristmill Dr.** The homeowner sent a letter to the Board raising a number of concerns about the next door neighbor (e.g., number of vehicles, runoff from driveway damaging trees, etc.) and about the Board's culpability with regard to the situation. After discussion, it was agreed that the President would draft a response to the homeowner setting out the Board's position on the points raised.
- IV. Treasurer's Report.**
- A. **Funds.** The Treasurer reported that the association's checking account totalled \$25,837.32 as of March 30, 2011. The restitution fund contains \$1,818.46. The checking account statement was circulated and initialed by the Board members attending.
- B. **Dues.** As of the end of March, 197 homeowners had paid their 2011 dues, and one homeowner had paid one-quarter of the amount due. April 15 was the due date given in the late notices. The President will contact the homeowners who have not paid. Board members discussed what steps to take with homeowners who have not paid by the time of the May meeting.
- V. Old Business**
- A. **1363 Gristmill Dr.** The letter from the Secretary to the homeowner about storing trash cans properly between trash collection days was effective. The homeowner is now storing the can near the house rather than leaving it at the curb all week. The trash can is, however, now kept on the porch in full view from the street, rather than behind the house or screened from view. The Board will discuss further how to enforce the covenants about screening trash cans for all homeowners.
- B. **Pond escrow account.** The Board continues to pursue final dissolution of the pond escrow account. The Board is awaiting a reply to the letter sent to the County regarding any claim they may make on the funds. Once a reply is received, the Association's attorney will see whether Hunter Craig will agree to split the fund 50/50 with the HOA, with the legal fees deducted before calculating the split. Once

the issue of the escrow funds is resolved, the Board will discuss neighborhood needs that might be met using these funds (e.g., illuminating the Mill Creek sign, repaving the sidewalk on Mill Creek Dr.).

- C. **Getting estimates.** The Vice President will seek estimates for installing permanent lighting for the entrance sign. The Common Grounds Committee will try again to get estimates for repairing and resurfacing the sidewalk along Mill Creek Drive.

VI. Common Grounds Committee

- A. **Mowing common areas.** Russell Loschelder will have the contract again to mow the common areas along HOA streets during 2011. The President has reviewed with him which areas to mow and which are the homeowners' responsibility.
- B. **156 Mill Creek Dr. (corner of Mill Creek and Quail Crossing).** A member of the Common Grounds Committee met with the homeowner, who wanted to remove two trees. Permission was given for one (which was a "junk tree"), but the other was a healthy, large, mature tree and permission was not given. The homeowner had both taken out. The Board will discuss further how to respond to the homeowner's action.
- C. **Common areas between Mill Creek and Lake Reynovia.** The Board continues to be concerned about the common area behind 1309 Gristmill Dr. and, more generally, the narrow strip of common area between Mill Creek and Lake Reynovia. The issue has been brought to the attention of the Lake Reynovia Board, because Lake Reynovia homeowners who own properties along that common area continue to want to remove trees from that area or engage in other activities (e.g., erecting fences). Board members will do informal measurements and stake the property line; the Board wants to avoid the expense of an official survey if possible.
- D. **Trees along sewer line.** Homeowner Barb Holman has commented about the problem of pine trees that have fallen along the sewer line. It is the County's responsibility to maintain the area around the sewer line in common areas; it is the homeowners' responsibility, however, to maintain sewer-line areas on their own property. The HOA needs to work further with the County to ensure that the maintenance is done.
- E. **Developing form letters.** Board members discussed again how to develop a set of form letters to be used for common situations.

VII. Architectural Review Committee

- A. **168 Mill Creek Dr.** The homeowner wants to add a retaining wall. The Architectural Review Committee has asked to see drawings.
- B. **1354 Gristmill Dr.** The homeowner wants to build a shed and has been told about the requirements for style, materials, and colors. The homeowner suggested that it would be useful to add the basic requirements for sheds and other outbuildings to the website. The homeowner also wanted to paint her porch a different color than the rest of the house. That request was denied.
- C. **1351 Timberbranch Ct.** The homeowner wants to add a shed and has been told about the requirements for style, materials, and colors.
- D. **Approved colors.** The Architectural Review Committee continues to review the website's description of approved colors. They are working on how best to explain

the color system to homeowners and provide consistent guidance. It was suggested that a system be created for distributing samples and instructions.

VIII. Covenants Committee

There were no items for the Covenants Committee

IX. New Business

- A. Next newsletter.** The next newsletter should contain an article about the paint colors. *Note to homeowners:* The Newsletter Editor is always interested in ideas for articles, so please contact her if you have suggestions.
- B. Subcommittees.** Board members discussed the general possibility of setting up subcommittees of Board members and other homeowners to deal with specific neighborhood concerns.
- C. A “Fall Walk” or “Spring Walk.”** Board members discussed the idea of having a neighborhood walk through the Mill Creek woods to Biscuit Run. Board member Janet Eden, who has been attending planning meetings for the park, will contact park officials about organizing the walk.
- D. Improving the website.** Board members discussed the need to improve the website.

X. Meeting adjourned. The meeting was adjourned at 9:30 p.m.

XI. The next meeting is scheduled for Tuesday, May 10, 2011, at Janet Eden’s house.

Board members reviewed and made corrections to the Summary Minutes before they were posted on the website.