

Mill Creek HOA
Board Meeting Agenda
Tuesday, January 17, 2023 7:30 pm
via Zoom

Adele Plunkett, Dan Heuchert, Caroline Wade, Naomi Aitken, Blair Carter, Rob Finley, Jorge Giovannini, Jim Aitken, Anne Golladay, Carmen Trimble (Guest: Tim Padalino)

1. Convene 7:32
2. Approval of Minutes
 - a. *Motion to approve for 12/19 meeting*
3. Report on County Parks/Biscuit Run/Greenway- Tim Padalino, Chief of Parks Planning with Albemarle County Parks and Recreation
 - a. *Peter Krebs of PEC walked the Herndon land with an appraisal, will present the appraisal to Mr. Herndon, and will make an attempt to purchase, which would relieve a major issue of the Biscuit Run land*
 - b. *Tim will give an overview of the Biscuit Run status, and then open up for questions*
 - c. *Biscuit Run park and connector greenway are top priorities for the county*
 - d. *Capital Improvement Program (CIP) - route 20 entrance and trailhead expects to break ground early 2023, planned to open by October 2023. Close to getting site plan approval, then move quickly.*
 - e. *Phase 1B elements – design and engineering of maintenance facility of park, serve as county-wide headquarters for maintenance and trails crew.*
 - f. *Package of bridges getting ready for Phase 1*
 - g. *Continued coordination with CAMBC (bike club), main focus has been on downhill area close to Mill Creek South and Avon, which will be a unique facility for Albemarle County*
 - h. *Increasing conservation efforts, requested invasive species management funding (no indication if it will be funded)*

- i. Other things to mention, not led by County Parks:
 - i. Stream restoration (Facilities and Environmental Services team), partially funded*
 - ii. Bridge study, PEC working with County, park and community infrastructure – would connect to Hickory Street trailhead and shared-use path**
- j. Rezoning for Phase 2 of Southwood, part of proposal would include redesign of Hickory Street that includes on-street parking for park visitors*
- k. VDOT Smart Scale project – already selected and awarded \$9.8million for trailhead and bike-ped bridges near 5th street station
 - i. Tim will go to VDOT next month to find out more details*
 - ii. approx 12 months for preliminary engineering, then public hearing (~Feb 2024)*
 - iii. expect 4-6 years before completion**
- l. Trailhead Park – County wants to ensure that public parking spaces should be dedicated for planned greenway, hoping that Wegman’s and 5th Street Station will allow more spaces; also will include safe and convenient trail to the VDOT project. This kicked off last week.*
- m. Greenway easement acquisitions – this refers to Mill Creek, Foxcroft, Mr. Herndon.*
- n. There is funding in place in 5-year CIP plan for engineering for design of connection between 5th street and park land
 - i. This information could be helpful for our easement agreement**

4. Treasurer’s Report - JIM

- a. Jim sent out 2022 report*
- b. Ended \$664 overspent on budget, we did \$8029 of treework*
- c. Owed ~\$1000 unpaid dues (could be 2022 dues or previous years). This deficit in the dues is bigger than the overspending. Note that it is hard to get all dues paid in a normal year.*

5. Committee Reports

a. Architectural Review NAOMI

- i. shed and screened in porch were approved*

b. Common Grounds DAN

- i. a tree had fallen and damaged a Mill Creek resident above ground pool. We have not heard anything from the resident, but we had previously heard from Lake Reynovia about that tree.*
- ii. It appears that this is not a direct hazard to the homeowner at this time.*
- iii. There is an issue of a tree on Gray Stone, not clear if it's on common ground or private property.*
- iv. Should we invest in surveying common ground?*

c. Nature Committee CAROLINE

- i. Discussion about proactively taking care of trees*
- ii. Work days have taken place (two more planned for February) , making some progress on priority to save trees by cutting vines. Window of opportunity is coming to a close due to the season, the first week of March is when much more growth is expected.*
- iii. Identified a few areas that should be a priority.*
- iv. Other proposals in plan to possibly reduce some of the mowing, that could save some money and help erosion and habitat issues*
- v. Found issues of huge debris piles that have been created*
- vi. Should the board be required to approve the plan for the use of the common ground ?*
- vii. Board has been informed all along of the Nature Committee plans, which included letters to all properties adjacent, and the Nature Committee newsletter. They have updated the "proposed" trails in response to neighbor feedback.*

- viii. *The trail to Mill Creek Dr. is much more dense, that would be a later phase. It would be possible to extend the trail to Copperstone, taking into account the neighbor feedback of sensitive areas.*
- ix. *There will be a motion to approve the map as it is updated, with extension to Copperstone in early 2023; extension to Mill Creek Drive postponed for later.*
- x. *Is HOA liable if we build bridges? It seems we would need to report this for insurance. We would not want to get involved in any bridges at this time.*
- xi. *Note, there are two other bridges on common area, that we have not constructed. This should be communicated to the insurance company in a “hypothetical” scenario in order to understand the repercussions.*

6. Office Manager’s Report CARMEN

a. Status of Dues

i. *Carmen reports 6 properties past due by more than 1 year*

- 1. *A few have 3 years past due. These will be tracked down. These are leftovers from COVID period.*
- 2. *For 5 of these, Carmen suggests to go ahead and file court papers. They have been warned. Board agrees.*

ii. *Current dues – processed payments for 119 homes.*

- 1. *Carmen will send out a reminder notice that due date is coming up and need to pay.*

b. Setting of Annual Meeting: *Wednesday April 19, 2023*

i. Determine if Board vacancies will exist

- 1. *We will invite people to join the board if they are interested, but we will not have an election because there are not any vacancies that need to be filled.*

ii. Establish an Elections Committee

- 1. *Only if board vacancies...*

iii. *Time: 7 pm*

iv. *Enforce the rules of needing to raise hand or write question in chat, rather than speaking out directly.*

7. New Business

a. Adopt budget for 2023

i. Amendments proposed by Nature Committee

1. *This is recommended to be proactive maintenance, to go into the maintenance budget.*

2. *Jim could add this to a separate line item altogether.*

3. *Goal of NNC is to take down ivy in order to have less tree damage in the longer term.*

4. *Caroline had sent around a proposed budget, which included maintenance, printing nature guides, renting a trailer to haul away invasive debris, and a contractor to come in and help with vine removal needed before March 1. Board allocated \$2000 for NNC, and extra money for printing materials.*

ii. *Question about the dog stations — there are 4 stations total.*

iii. *Motion to approve draft budget for HOA in 2023 – motion by Rob, Second by Dan, all in favor 7-0.*

iv. *Amendment can be adopted if something unexpected throughout the year.*

b. Homeowner issues/comments/concerns

8. Next Board Meeting

a. *Planned: Tuesday, February 21, 2023, 7:30 pm*

b. *Updated: Monday, February 20, 2023, 7:30 pm*

9. Adjournment 9:37 *Congrats everyone! A productive meeting...*