

**Mill Creek Homeowners Association
Board Meeting Minutes -- DRAFT**

13 March 2013

I. Convene Meeting:

The meeting was officially convened at 7:35. Board members in attendance: Neal Grandy (President and co-Treasurer), Brian Markot (Vice-President and co-Treasurer), Maritza Saavedra (Architectural Review Committee), Brian Lewis, Pam Riley and Addeane Caelleigh.

II. Approval of February Minutes

The minutes from the February Board meeting were approved [and subsequently posted on the web site].

III. Homeowners Issues/Concerns

- a. There were a series of car break-ins around Mill Creek and Foxcroft. The President was contacted by the County police and asked to circulate a memo to all homeowners. This was done via the Mill Creek listserve, and residents were reminded to (i) keep their cars locked; and (ii) not to leave any valuables in their cars. There were no reports of forced entry, rather the perpetrators were going around checking for unlocked vehicles. Unfortunately some valuables were lost, including a laptop and jewelry.
- b. With the heavy, wet snow, a number of homeowners inquired as to whether the HOA paid to have the roads cleared. In fact, VDOT is responsible for snowplowing but contracts out much of the work. In Mill Creek the results were spotty; Mill Creek Dr. and Gristmill Dr. were cleared, but some of the cul de sacs (including Timberbranch, Quail Crossing and Boulder Spring Ct.) were barely touched or not at all. (Boulder Spring Ct. was actually plowed in so residents couldn't get out.)
- c. With the Spring real estate season upon us, the question was raised whether the Board wanted to enforce the provision in the Covenants that prohibits "For Sale" signs being displayed "on or from any Lot" (Article VIII, Sec. 1, para. (d)). The Board steadfastly prohibits the posting of "For Sale" signs on any lot, but in recent years has tacitly allowed For Sale signs to be posted in the window of residences for sale.

After a brief discussion, the Board decided to table the question in light of higher priorities.

IV. Treasurer's Report

- a. **Checking Acct:** Balance as of 2/28/13 is \$53,846.53
- b. **Restitution Savings Acct:** Balance as of 2/28/13 is \$2,282.26
- c. **Dues Update:** As of the March Board meeting 190 homeowners had paid their 2013 dues.

V. Old/Ongoing Business: Updates on Working Groups

- a. **Taxes:** Preparation of outstanding tax returns for 2001 to 2008 remains an issue. The Board reiterated that preparation of outstanding tax returns for the years from 2000 to 2008 needs to be completed. The Vice President agreed to make the initial contact of a couple names to inquire about the back tax issue.
- b. **Mailboxes:** A reassessment of the condition of mailboxes in Mill Creek needs to be done before a Spring notices can be sent to those homeowners who need to repair or paint their mailboxes. Board agreed that the survey would be done before the April Board meeting.
- c. **Web site update:** No progress was made on this issue. A homeowner had offered to provide references to do web design work, and two Board members had agreed to initiate the process of

talking to vendors and assessing potential costs for web design and hosting. The Board members will follow up.

VI. Common Grounds Committee [CGC]

- a. **1401 Gray Stone Ct.** – A large pine tree fell across the common area behind this home, and the CGC was working with the homeowners affected to determine whether the tree stood in the common area or on the property of the homeowners at 1467 Gray Stone Ct. [It was subsequently determined that the tree stood primarily in the common area, and that the Association would take responsibility for having it cleaned up.]
- b. **Common area betw 1420 and 1424 Gray Stone Ct.** – During the snowstorm several trees broke or fell in the narrow band of common area between 1420 and 1424 Gray Stone Ct. The issue was reviewed with the two homeowners, and the homeowner at 1424 agreed to clean up the fallen trees and limbs for a modest fee – far less than it would have cost to get a professional tree person in to do the work.
- c. **Mill Creek Trail** – Plans continue to convene a meeting available to all Mill Creek homeowners at which County interest in having the Association deed the trail along the creek could be discussed. The County has a long-term vision for greenways connecting various parts of the County and City, and the Mill Creek trail would be part of a connector from the Rivanna Trail to Biscuit Run Park.
A likely meeting date would be the third week in May. A notice will appear in the Spring Mill Creek Home [newsletter], and separate notices will be sent to each homeowner.

VII. Architectural Review Committee [ARC]

- a. **1467 Gray Stone Ct.** – It was discovered that a foundation had been laid for an addition to this home, but permission had not been obtained from the Board (as required in the Covenants). Apparently there was some miscommunication between the homeowners and the builder, and the homeowners have stopped the work and submitted plans to the Board for review.
- b. **Mailbox damage at 1315 Timberbranch Ct. and 116 Boulder Spring Ct.** – In the snowstorm, trees fell on the mailboxes at both homes, destroying just the mailbox at the latter. The homeowners are moving quickly to clear the debris and repair and/or replace the mailboxes.
- c. **1243 Timberbranch Ct.** – The homeowner is interested in painting his home but is having trouble matching the siding to the approved Mill Creek palette. Last year the ARC created a binder containing all the approved Mill Creek siding and trim colors. This will be shared with the homeowner so he can get an appropriate color.
- d. **1333 Gristmill Dr.** -- The Board continued discussion with this homeowner about the numerous changes he wants to make to his property. It was previously decided by the Board that it would be preferable to take the projects one at a time rather than give blanket approval.

VIII. New Business

Election of officers for 2013 – In recent memory, the officers of the Board have been chosen by the Board deciding amongst itself who would be President, Vice President, Treasurer and Secretary. This has been somewhat informal, and this year there was a strong movement among some Board members to follow the strictures of the Bylaws and have a formal election of officers based on a slate of candidates.

The April Board meeting will be held on Wednesday, April 10th @ 7:30, location to be posted to the Association's web site. If you'd like to attend, please contact a member of the Board. If you have an item for the agenda, please let the President know so it can be placed on the agenda.

IX. Adjournment – The meeting adjourned at 9:15.

Reminders:

- **Any** architectural changes to your home – windows, roof, additions, paint color, etc. – need to be approved in advance by the Board. Requests can be sent to any member of the Architectural Review Committee, but at a minimum should include a description of the work and materials being used. For additions, a plat of the property and drawings showing the proposed location are requested.
- Removal of trees larger than 3 inches in diameter require the permission of the Board **before** they're cut. Trees smaller than 3 inches, or dead trees, do not require Board approval. Storm-damaged trees generally can be removed by the homeowner; however, but the Board appreciates the opportunity to view the trees before the work is done.