

# Mill Creek HOA

## Board Meeting Minutes

Tuesday, June 19, 2018  
Monticello Fire & Rescue

Attendees: Leigh Wion, Rob Finley, Ben Whitmer, Edie Barbero, and Chris Wolfe

- I. The meeting was convened at 7:21 PM by Leigh Wion, President.
- II. Approval of minutes for the May 2018 meeting was postponed until the July meeting given Officer Manager absence.
- III. New Board Member - The Board voted (4-0) in favor of instating Chris Wolfe as a new Board member. The Board is now comprised of 5 members.
  - A. Committee liaison - conversation was tabled until the July meeting.
- IV. Treasurer's report
  - A. Ben Whitmer, Treasurer, presented the Treasurer's report, and it was approved
  - B. Discussion regarding outstanding dues was postponed until the July meeting.
  - C. Leigh Wion to follow-up with Office Manager regarding the HOA's annual State Corporation Commission registration.
- V. Committee reports
  - A. Architectural Review Committee
    1. 175 Bryan Ct clarification: Leigh Wion to follow-up with Office Manager regarding the timing of the communication of the paint color violation.
    2. 87 Mill Creek Ct. - The Board discussed the following latest events:
      - a. On June 4<sup>th</sup>, via email, the homeowner confirmed that she received the attorney's letter dated 5/25/18 on 5/29/18, and provided several reasons for her continued non-compliance
      - b. On June 19<sup>th</sup>, via email, Leigh Wion discussed the homeowner's response with the attorney. Both agreed that the homeowner did not provide the detail that the Board requested. As a potential next step, the attorney suggested the Board might again contact the homeowner and "present her with a timetable to (1) provide evidence that she has procured an updated estimate, (2) provide evidence of her "fundraising" efforts, (3) a start date for the siding replacement work, and (4) an end date."
      - c. On June 19<sup>th</sup>, at the HOA meeting, the Board discussed the updates above and voted (5-0) to send a follow-up letter, via the attorney, requesting that the homeowner provide a timetable to: (1) provide evidence that she has procured an updated estimate, (2) provide evidence of her "fundraising" efforts, (3) a start date for the siding replacement work, and (4) an end date.
      - d. Leigh Wion to contact attorney with the above request.
  - B. Common Grounds Committee:
    1. Update on doody calls: The Board believes the HOA is still within the one-month trial period for the service. So far the service appears to be performing as expected.
    2. Estimate for work at Mill Creek sign - Summary of events:

- a. On May 28<sup>th</sup>, via email, Leigh Wion contacted Gregg Davis of Davis Lawn Care seeking a quote for maintenance of the landscaping around the Mill Creek sign at the entrance to the community.
  - b. On June 4<sup>th</sup>, via email, Gregg Davis provided the following quote: (i) Weeding once per month typically from April-October \$45-75/visit; (ii) Pruning (2-3x) per year \$125/visit; and (iii) Mulching (1x per year) \$315.
  - c. On June 19<sup>th</sup>, at the HOA meeting, the Board reviewed the quote and voted (5-0) to engage Davis Lawn Care for the following services: (i) mulching 1x per year; (ii) prune 1x per year; and (iii) week 2x per year. The annual cost for the service is estimated to be up to \$590.
  
- VI. Homeowners' issues/comments/concerns
  - A. 150 Mill Creek Dr.: The Board discussed the issue in general. It was decided that Leigh Wion will send a follow-up certified letter to the homeowner requesting remediation of the issue.
  
- VII. Office Manager report - topics generally tabled given Office Manager absence
  - A. Workflow document: Board to discuss use of document at July meeting.
  - B. Website updates: No discussion.
  - C. Marco's Pizza: Discussion tabled for July meeting.
  
- VIII. Other business
  - A. Trails and trail hub: Rob Finley attended the Biscuit Run Community Meeting held at 6pm on June 19th. Mr. Finley summarized the highlights of the meeting for the Board, which included:
    - 1. Albemarle County will post slides from the meeting on its website
    - 2. Albemarle County will create "community work groups" to discuss the park and trails; meetings expected to start in the summer
    - 3. Noted that the agreement between the State and the County regarding Biscuit Run Park is available online
    - 4. Piedmont Environmental Council and Albemarle Parks and Recreation are expected to host a community meeting regarding the trails in September
  - B. Edie Barbero noted two homeowner questions/concerns, which the other Board members were able to address (RE: approval of fence and how to find Board meeting dates/times).
  - C. Leigh Wion noted Pam Riley's email to the HOA regarding the upcoming "Peabody School SP Community" meeting. Pam noted that the Peabody School applied for a special use permit for an expansion, increasing enrollment by 30 students, and constructing additional educational and recreational space. She also referenced a May 22<sup>nd</sup> article from Charlottesville Tomorrow that discusses traffic issues associated with the school. The school will hold their required community meeting during the July 19th 5th and Avon Community Advisory Committee meeting. In response to this, the Board voted (5-0) to officially request that the special use permit be contingent upon an updated traffic study for the area. As a member of both the Mill Creek HOA Board and the Avon Community Advisory Committee, Rob Finley will follow-up regarding next steps in submitting our request.
  - D. Rob Finley noted a large brush pile behind a home on Creekside, which is visible to the Mill Creek community from Mill Creek Drive. Leigh Wion to follow-up with Association Specialists (Creekside's property manager) regarding the issue.
  
- IX. Next Board Meeting: July 17<sup>th</sup> at 7:00 PM, at the Monticello Fire & Rescue community meeting room. Edie Barbero noted that she will not be available for the meeting.
  
- X. The meeting was adjourned at 8:21 PM.