

Mill Creek Homeowner's Association

Board of Directors Meeting

August 18, 2022

The meeting was called to order at 5:59 PM. Present were Shirley Keith, President; Joey Corcoran, Vice President; Gina Fragale, Secretary; and Amber Whittington and Chelsey Bennett from Russell Property Management.

Bills and Landscaping- The budget was discussed including the bills for irrigation and landscaping, which lead to a discussion of landscaping issues. There are several dead bushes from our new landscaping and Amber will speak to the landscaper regarding this. It was decided to replace the mulch in the berm during springtime so that it will coincide with weed control and avoid this season's snow and ice. We will be getting new landscaping quotes and consider upgrading the mulch quality for longevity.

Debris Left at Retention Pond by Builder- The land has not been deeded to the HOA yet and the HOA will not accept this land until it is cleaned up. Amber will keep following up on the work order and contact the homeowner to see if they are in contact with the builder.

New Construction- Amber has attempted to get in touch with Mark Smith, who is building new homes in Mill Creek without regard to our covenants, with no response. The Board and Amber will attempt to contact the City of Greenville and figure out when the new townhouse construction, Abigail Trails, will start using the construction entrance on Frog Level Road instead of going through our neighborhood.

Newsletter- Gina will add information about keeping the Board updated about rentals, irrigation updates, entrance updates, and bylaw updates to the next newsletter.

Bylaws- Creating bylaws does not require a homeowner vote. The Board will have another meeting shortly to finish the final draft of the bylaws and then discuss notice and adoption of said bylaws. This may be included in the 2023 Annual Meeting packet.

New Forms for Requests- Changes made to include addresses of Phase 1 and Phase 2

Retention Pond Inspection- The pond is fully compliant.

The meeting was adjourned at 7:09 PM.

Mill Creek Homeowner's Association

Board of Directors Meeting

November 22, 2022

The meeting was called to order at 6:15 PM. Present were Shirley Keith, Joey Corcoran, Gina Fragale, and for Russell Property Management Amber Whittington and Chelsey Bennett. Gina motioned to approve the minutes from the previous meeting with Joey seconding and all approving.

Unsold houses and new construction were discussed in terms of the upcoming budget. 3 or less homes remain to be finished in Phase 2. We believe there will be approximately 12 houses in Phase 3 but are not positive.

We discovered that without the Board's knowledge or approval, Brent Roberson has deeded the 2nd retention pond near the end of Megan Drive to the Association. Amber will discuss with Darryl Norris what issues this retention pond has and bill Roberson Builders appropriately. The pond was supposed to be brought up to compliance before being deeded to the Association. Amber will also discuss with the City of Greenville any action they can take against Roberson Builders for this situation. We will have to include the maintenance, mowing, and liability insurance for this second pond in our budget going forward.

There are several delinquent accounts that have not paid dues for 2022. Amber will move forward on sending them demand letters.

The budget for 2023 was discussed and it was decided that dues would not be raised for 2023 but the possibility of raising yearly starting in 2024 and beyond is likely. In the past yearly dues were considered late after 60 days but that will be changed to 30 days, making 2023 dues late starting February 1, 2023. We would like to account for dues that will eventually come from homes in Phase 3 but we do not yet know what the builder will be setting for dues for those homes. The budget was passed with the knowledge that our current reserves will cover the deficit for 2023 and the plans to either raise dues or have more new homes budgeted into future budgets will be discussed next year.

The Board had a final discussion of the proposed bylaws. This project has been in the works for over a year and included input from two different attorneys and three different property managers. All Board Members were in favor of adopting these bylaws. Notifications will be sent out in the annual meeting packet and posted on our website portal.

The meeting was adjourned at 7:30 PM.

Mill Creek Homeowner's Association

Board Meeting

February 7, 2022

The meeting was called to order at 10:00 AM. Present at Russell Property Management were Shirley Keith, Sheri Johnson, Gina Fragale, and Amanada Blomefield, our community manager.

There was discussion that the new parcel at the end of Megan Drive is not deeded in a way that makes those homes part of Mill Creek Homeowner's Association, yet they may be using the existing retaining pond for runoff. The board believes they need to contribute to the maintenance of this pond if that is the case. The builder does not need to make these lots part of Mill Creek Homeowner's Association. They can leave them with no association or make their own association. Mill Creek Homeowner's Association has no power in this. If they choose to make it a phase of Mill Creek Homeowner's Association the covenants will be set by the builder and we have no say in them.

We next discussed several fences and sheds that have been installed without approval from the board. Letters will be going out and hearings and fines will begin to be issued.

We were given updates from Amanda on the landscaping proposal. We discussed different plants and mulch suggested as well as removing some dead shrubs around the sign.

There are several homes that have not paid 2022 dues yet. Late fees for Phase 1 are 8% and Phase 2 are 18%. The process begins with a polite letter informing the homeowner of the debt, followed by a demand letter, followed by turning the account over to the board's attorney for collections.

We discussed issues that arose from our annual meeting in January 2022. We will be looking into ways we can reduce the number of speeding cars and let Greenville Utilities know that some homeowners are unhappy with the new street lights. We received legal advice to not hold a vote on the wreaths at the entrance as the board did not abuse any powers or commit any discrimination in putting up seasonal decorations. A letter will be sent to the homeowner who raised this complaint. Other follow-up items will be addressed in future newsletters.

We will possibly be implementing a sign-up system to speak at the next annual meeting, with a time limit (suggested at 2 minutes per person), as at our January 2022 meeting we ran over the allotted time we rented the space for by almost 50%.

Mill Creek Homeowner's Association

Board of Directors Meeting

May 16, 2022

The meeting was called to order at 10:00 am. Present were Shirley Keith, President; Gina Fragale, Secretary; and Chelsey Bennett and Amber Whittington from Russell Property Management.

Construction

We are still having issues with builders in the neighborhood not respecting the neighbors, roads, and covenants. We are going to send a certified letter to any active builder with a copy of the Phase 2 covenants and contact information for Russell Property Management. Amber will also find out if Phase 2 B is going to be part of Mill Creek Homeowner's Association or not. They will be using the runoff pond that we are responsible for maintaining so if they are not going to be part of Mill Creek Homeowner's Association we will need to discuss how they can compensate us for its use.

There is still a field at the end of Phase 2 B (lot 88126) that we are unsure of what will be developed there in the future. Amber and Chelsey will look into this for us. It is owned by KJLK, LLC. They will also look into the zoning for lots 88346 and 88347.

We discussed the response received from the city about closing off Miranda Way. It was suggested that board members and homeowners meet with the city to discuss as homeowners tend to have more sway than property managers. We will schedule a meeting with the city to discuss this.

Homes

will be allowed to keep their shed as a goodwill gesture due to miscommunication in their application process between the board and management company. This does not set a precedence for other sheds to vary from the covenants.

Was noted by Kevin (who is listed as both with City of Greenville and with the pond management company) as having a fence and shed in the easement. does not have a shed and both had fences and sheds approved. The notes in Russell Property Management's ledger state that Kevin met with the homeowner. We believe the address is mixed up and that Kevin is incorrect about the placement of the fence and the shed. This month's ledger was the first the board had heard about this issue and Chesley and Amber will follow up.

has chickens on their property as part of an ADA/Disabled Veterans therapy for a disabled member of the household. They comply with all city codes regarding this. The board does not have the authority to deny an ADA accommodation so these chickens are allowed but this does not set a precedence for homeowners having "hobby chickens."

submitted paperwork from their builder. We received no supporting documents but have agreed to allow their fence and basketball net to stay as a goodwill gesture as we believe the homeowners were misled by their builder.

Annual Assessments & Other Fees

has a small late fee of under \$1, which the board agrees to write off.

has had a lien filed against them for nonpayment for several years' worth of dues. It is valid for 3 years and includes attorney's fees.

A demand letter will be send out in June to any homeowners who still have not paid their 2022 dues.

Landscaping

We expect the work on the entrance to start within two weeks. We have not received an irrigation bill yet.

has a few sprinklers owned by the Association in their backyard but has agreed to let us have them capped. Amber will put in a work order for this to be done.

Metronet

There are still two spots on Mill Creek Drive's sidewalks that Metronet has not fixed. We have put in multiple tickets that keep getting closed or changed to "on hold." Amber is going to follow up on this and see if we can find better contact information for Metronet to address this.

Bylaws

We have been unhappy with the progress made on the bylaws thus far by the board's attorney. The board has been working on a final draft and we will send to a different attorney to proofread and file as suggested by Chelsey.

Other Business

As Shirley will be on vacation from May 25 to June 6, any e-mails sent to Russell Property Management will receive a respond that there will be a short delay in replies from the board.

Speeding continues to be an issue. We are not a large enough neighborhood to have speedbumps installed. The board will contact the city and find out if anything else can be done to deter speeding.

The meeting was adjourned at 11:59 am.