

## Mill Creek Homeowner's Association

### Board of Directors Meeting

March 7, 2023

The meeting was called to order at 6:03 PM. In attendance were Shirley Keith, President; Joey Corcoran, Vice President; Gina Fragale; Secretary, as well as Amber Whittington from Russell Property Management. All voted to approve the minutes from the November 2023 board meeting.

#### Annual Meeting Updates

The board discussed putting an update about street parking and sidewalk-blocking parking in the upcoming newsletter as many homeowners complained about the safety issues that arise from this at the annual meeting.

The board also discussed proposing a new covenant that would place rules on trash can placement and behavior. We would need around 100 of 111 homes to vote "yes" to pass this, and this number grows each time a new home is built and sold. Amber will research if other neighborhoods have similar covenants that the board can look at.

#### Budget Discussion

Dues were late as of February 1<sup>st</sup> and any outstanding balances will be sent an official reminder before being turned over to an attorney for collections proceedings. It was also noted that our liability insurance has gone up in cost.

#### Construction

There have been no updates on replanting the tree line behind Megan Drive. Amber's last information was that the developers have rescheduled their meeting to discuss this issue twice. Amber will ask Rocky Russell to follow up with David Vaughn so we can get an update for the affected homeowners.

In regard to parcel , Brent Roberson has become unresponsive when asked to clean up the construction mess he and his subcontractors left behind. Amber was able to confirm that Brent is responsible for his subcontractors and these subcontractors are not independently liable for cleanup. Amber will send him a letter giving him 60 days to clean up the mess before the board takes further action.

Amber will send copies of the Phase 2 covenants to all builders working in Phase 3 as they have indicated they will be using the same covenants. The builders are required to follow the covenants just as much as everyone else.

#### Landscaping and Ponds

We received a new landscaping quote and discussed the surprisingly high cost. Amber indicated that the landscaper is very accommodating, and the board worked out a counter-proposal to submit back and hopefully save on costs.

The board will look into the possibility of getting free mulch from the city to redo the entryway in the spring. The board is also hoping to do a lot of the work themselves and with other homeowners to save on costs.

The city may be able to help the board in getting Brent Roberson to bring the retention pond up to code after he failed to do so before deeded the pond to the neighborhood. Amber had an inspection done by the city that revealed many issues and she is following up on this, but Brent Roberson has stopped responding to her messages.

Amber will find out where the easements for access to the Phase 2 pond are and make the homeowners with property in this easement aware that they must take the easement access into account when submitting plans for fences or sheds.

The meeting was adjourned at 6:48 PM.

Mill Creek Homeowner's Association

Quarterly Meeting

May 10, 2023

The meeting was called to order at 6:01 PM. Present were Shirley Keith, President, Joey Corcoran, Vice President, Gina Fragale, Secretary, and Amber Whittington and Amanda Blomefield for Russell Property Management. The minutes from the previous meeting were read and unanimously approved.

The tree line issue at lot      was discussed with the board decided to survey the property line to determine what is on our property and send out a deadline letter from there based on the results of the survey. Contracts for payment were discussed and Russell Property Management is able to automatically approve payments under \$500. If the survey is above \$500 the board will be notified and will make a decision at that time.

The board went over the budget reports and received clarification on several line items as well as information on what is accessible through the owner portal on Russell Property Management's website. Delinquent accounts were discussed and Amber will be sending out demand letters as outstanding dues are now several months late. Amanda and Amber will be checking several items such as returned dues payments to be sure the appropriate fees were charged as well as a check that was mistakenly deposited into our account.

The board has requested Russell Property Management order a sign to be installed near the entrance displaying that this is a private neighborhood with no solicitation, literature, or signs allowed to be left/posted. Amber will get that ordered and installed and the board hopes it will cut down on soliciting and signs.

The second retention pond is a dry pond that does not require an inspection at this pond. It was deeded to us as an addition and not a separate deed.

The irrigation maintenance will now be listed as a repeating work order including winterizing and inspecting. There are several repairs to the irrigation system to be made and the board approves the quote for repairs.

The discussion about trash can placement that was initially brought up during the annual meeting was continued. Amanda let the board know that to potentially add or change a covenant would require paying a lawyer to research, draft, and review that covenant (likely for all 2, soon to be 3, phases of Mill Creek covenants) as well as require 90% of homeowners to vote yes. Any homeowner that does not vote is counted as a "no" so a 90% if not higher response rate would be required. The recommendation is that this is too expensive to pursue with legal fees and the bar to passing is too high and the board agrees with this recommendation. A letter will be sent to the homeowners that requested the board look into this explaining this decision.

Covenants for Phase 3 have been filed by the builder. The board has no input in these covenants but will meet later to discuss once we have had a chance to read through them.

The board finished the meeting by discussing some communication concerns and changes to how open items and work orders are viewed on our monthly reports.

The meeting was adjourned at 7:07 PM.

## Mill Creek Homeowner's Association

### Board Meeting Minutes

August 15, 2023

The meeting was called to order at 6:00 PM. Present were Shirley Keith, President, Joey Corcoran, Vice President, Gina Fragale, Secretary, and Amber Whittington of Russell Property Management.

Joey made a motion to approve the minutes, seconded by Shirley. All approved.

#### Financial Reports

The P&L report was discussed including irrigation, entrance lights, water, bills from July, and pond inspections.

Delinquencies were discussed next. One home is still delinquent on yearly dues and a 15 day notice will be sent to them.

#### Homeowner Issues

The mowing issues, included bushes and weeds was discussed as the board looks for solutions in this situation. Currently the yard is brought into compliance when complaints are made.

The bags of soil and mulch stacked outside have been brought to Amber's attention and she is in contact with the homeowner. In accordance with the covenants to keep property free and clear of debris Amber will be asking them to finish their project and clean up the mess within 60 days.

Another letter was sent to the homeowners who have affected Parcel 87207 and a tentative hearing for the matter is set of September 15<sup>th</sup>.

There is a home on Mill Creek Drive where it is believed they are running a stock fulfillment business out of their garage. There have been complaints about the size of the delivery trucks. Amber will look into this but no action is to be currently taken.

#### Common Area Maintenance

Retention ponds do not both need to be inspected- Darryl with the City of Greenville says that one is a "dry pond" and will not need the yearly inspection.

We got a quote for redoing the berm with pine straw and mulch and Shirley is also looking at options to replace the rose bushes in the spring.

#### New Construction

There are currently 3 houses going up and Amber has not run into any issues yet with the builder. The board debated making a list of "rules and regulations" as an easy-to-read summary but dropped the idea so as not to confuse anyone if there are less rules on this list than covenants, for example.

The meeting was adjourned at 6:55 PM.

Mill Creek Homeowners Association

Board of Directors Meeting

November 8, 2023

The meeting was called to order at 6:05pm. Present were Shirley Keith, President, Joey Corcoran, Vice President, Gina Fragale, Secretary, and Amber Whittington, Community Manager. The minutes from the previous meeting were unanimously approved.

Reports

Changes to how reports are presented was discussed including splitting water off of other utilities. The irrigation system has been winterized.

The stumps at parcel 87207 need to be ground down, but most of the debris has been cleared.

There are several homes that are not maintaining their yard around the fence line. Amber will follow up on this during inspections.

The board decided that variances for fences, etc. should be discussed in person and allow 30 days for a decision to be reached if necessary.

Delinquent Accounts

One delinquent account has stopped making payments on their past due account. Amber is following up with them.

Delinquent accounts will be sent a certified demand letter for non-payment.

New Business

The board unanimously voted to increase dues by the CPI percentage set by the IRS at 7.7%. However, after a line by line discussion of costs, the board will be proposing a 30% increase to cover the deficit in the budget. This will be sent to all homeowners and voted on at the annual meeting.

The current board all plans to leave at the end of their term with a vote for new board members being held at the annual meeting in January 2024. It was discussed that while different boards tend to interpret covenants differently at times, a new board cannot undo or override decisions made by a previous board. The newsletter and the annual meeting packet will have information on how to nominate or self-nominate for a position on the board.

The board unanimously votes to put up the wreaths on the entrance sign.

The meeting was adjourned at 7:10pm