

## Mill Creek Homeowners Association Meeting

### Minutes for August 5, 2021

The meeting was called to order at 5:32 PM. In attendance at the Russell Property Management office were Shirley Keith and Amanda Blomefield. Gina Fragale attended virtually.

#### New Business

Sheri Johnson was nominated to take over the position left vacant by Fritz Robinett after volunteering herself and she was unanimously voted in. There was discussion of officer positions for the Board of Directors and it was agreed as follows:

- Shirley Keith, President
- Sheri Johnson, Vice President
- Gina Fragale, Secretary and Treasurer

Furthermore, it was agreed that as the Board typically serves a 3 year term that these positions should rotate yearly.

We discussed creating a quarterly newsletter for residents. We will continue this discussion with Sheri but the tentative plan is to include rule reminders and information about work orders.

Amanda went over Russell Property Management's policies and procedures and there was a discussion of how work orders are handled and paid.

We then discussed current violations:

[REDACTED]: went into foreclosure previously. Amanda will follow up with the bank for their currently owed dues of \$660

[REDACTED]: The homeowners of this address have a New Jersey address and the house may be tenant occupied. Outstanding dues are currently \$364. Amanda will attempt to follow up on this.

#### Old Business

Irrigation: The neighborhood's entrance has an irrigation system that was damaged by road construction and has been leaking for months. Amanda has received a repair quote for \$1200. In addition to repairs, we will have to pay a yearly fee of \$60-100 to winterize the line. The damages were caused by a city repaving contractor. Amanda will reach out to the city and the contractor about reimbursing us for this expense. Shirley motions to approve this action and Gina seconds. This motion is approved.

Drainage easement: Amanda has spoken with her boss Rocky who was able to obtain an ariel view of the easement. The strip of property in question (behind Mill Creek Drive and Darrell Drive) belongs to the adjacent neighborhood so it will be difficult for the Mill Creek HoA to maintain this land. Shirley suggests we table this issue in light of this information and Gina agrees.

Retention ponds, mowing, and debris: Initial mowing will cost \$200 and an annual inspection is required by the city. LR Skinner was under contract to maintain the pond but they will not mow anything other than the pond bank itself. They will also handle the pond inspection. Developer Brent Roberson is required to bring the second pond into compliance before turning it over to the Mill Creek HoA. There is a lot of construction debris on land maintained by the HoA. Amanda has been in contact with Nancy Roberson who is to ask contractor GUC to remove this debris. A landscape contract will need to be established. Amanda is soliciting bids ahead of the HoA budget meeting in October. The current vendor is mowing 2-3 times per month at a rate of \$200 per month. Shirley motions to continue using this vendor for the time being and Gina seconds. The motion passes.

Streets: There are no plans by the city to repave our streets. The city is developing a new 5 year plan for road maintenance but we are not likely to be included in these plans. Amanda is asked to check back with the city in 2022 for an update and a grading on our streets.

#### Board Reports

Currently the Mill Creek HoA is self-sustaining. There is no need to consider raising dues. Landscaping may go up in cost with a new vendor but several bids will be considered before a decision is made.

The draining issues between Mill Creek Drive and Megan Drive were discussed. Draining issues need to be reported to the city and will be repaired at no cost to the homeowner. This can be done online with the City Compass website or app and reported to Public Works. This information should be included in a resident newsletter.

#### Next Meeting and Final Notes

The next meeting will be a budget meeting in late October or early November.

The meeting was adjourned at 6:29 PM.

Respectfully submitted by Gina Fragale

Mill Creek Homeowner's Association

Board Meeting

October 19, 2021

The meeting was called to order at 5:30pm. Shirley Keith, Sheri Johnson, and Gina Fragale were present at Russell Property Management with our Community Manager Amanda Blomefield.

There was discussion of how many lots are left in Phase 2 (16) as well as possible plans for Phase 2 B and the field behind Megan Drive. The land is owned by Don Parrot with Carl Blackwood and Linda Wainwright owning a parcel. We have learned townhouses will be built in the field behind Megan Drive and they will likely not be part of our homeowner's association.

Greenville Utilities has been contacted about the broken irrigation line. They referred us to Parker Stockstill Construction, who says they have not been on site since 2019. No responsibility for the damage is being taken. Bennett's Landscaping will be maintaining and winterizing the irrigation.

Colson Landscaping is currently maintaining the pond and Brian Smith is maintaining the entrance. LR Griffin takes care of the actual retaining pond at a rate of \$2400/year. Shirley motions to continue using Greg Colson, Gina seconds. We will be getting landscaping quotes to spruce up the front entrance and the berms.

We discussed starting up a neighborhood newsletter and will have a special board meeting to discuss.

An easement issue was brought up at the annual meeting. The developer says it belongs to the neighborhood next to us, Forest Pines. The OPIS information for this is blank. We are not sure if the city or code enforcement would be helpful in maintaining this but we will do research on this.

We next discussed the budget and it was decided not to raise dues for 2022. We will begin sending demand letters and referring delinquent accounts to the board's attorney. [REDACTED] had outstanding dues on account from before it was foreclosed on by SECU. Shirley motions to write off this balance and Gina seconds. The budget for 2022 was unanimously approved by the board.

It was noted that sinkholes were brought up at the 2021 annual meeting. It will be in the upcoming newsletter that these need to be reported to Public Works, not the homeowner's association.

The next annual meeting will be January 2022. We will be using GoToMeeting to allow homeowners to attend virtually if they do not want to attend in person.

The meeting was adjourned at 6:48 pm.

Mill Creek Homeowner's Association

Special Board Meeting- Newsletter

October 27, 2021

Shirley Keith, Sheri Johnson, and Gina Fragale met to discuss our first neighborhood newsletter. The plan is to have a quarterly newsletter with a consistent format. Our first newsletter will also include introducing the current board members.

For our first newsletter we plan to put in reminders about the covenants and where to find them, Russell Property Management's information, the information for our community manager Amanda Blomefield and any news she has for our neighborhood, as well as the following reminders:

- Pick up after your pets
- Basketball nets are not allowed both by covenants and by City of Greenville code
- Dues will not be increasing for 2022, but they are due January 31 2022
- The annual meeting will be in January, both in-person and virtually
- Information about sinkholes discussed at the October 19 board meeting
- landscaping updates

Gina Fragale will put together a draft and send it for approval.