



Mill Creek Community Association Board of Directors Planning Session Agenda

Friday, December 2nd, 2022

9:00 am Mill Creek Country Club

President – Jay Hiester
Secretary – Becky Edy
Director – Terry Gemmill
Director – Angela Darby
Association Director – Hilary Bublitz
Security Supervisor – Lois Dawkins

Vice-President – Sid Siegel
Treasurer – Kristi Zevenbergen
Director – Judy Cromwell
Maintenance Manager – Craig Williams
Compliance Coordinator – Joan Sweeney
Admin Asst. – Erin Fraser

I. Board of Directors Call to Order: 9:00 AM

Member Input: none.

Approval of Prior Minutes

- November 16, 2022

Motion to approve: Judy Cromwell, Second by: Kristi Zevenbergen, passed unanimously.

MCCA Department Reports

9:15 – 10:15

- Maintenance Report – Craig Williams
 - Steady staffing levels help us maintain standards.
 - Hutch program pace of 24 replacements per year.
 - Tree budget impacted by weather patterns (hot summers)
 - Cherry Pond Catch Basin update
 - Replanting former Friendship Garden as a natural area for ease of maintenance.
 - Planned training for staff is flagger certification, first aid/CPR, pruning.
- Security Report – Lois Dawkins
 - Current staffing levels seem to be working. Having staff to cover sick and vacation is important.
 - The extended Security hours mean more mileage on the cars, we estimate a total of about 50,000 miles each year.
- Compliance Report – Joan Sweeney
 - Sent approximately 300 polite request emails before issuing a violation which makes residents more receptive to dealing with violations quickly.
 - 7 committee members, 4 are new.
 - Working with NWC on compliance issues in the common areas.
 - Continuing work to mesh PayHOA with QuickBooks.
- Administration – Hilary Bublitz
 - We have over 2200 resident email addresses, this is an increase of 10% over last year.
 - Added monthly meetings with city personnel in September, this has greatly increased the flow of communication with the city.
 - Staffing levels are steady and we were able to find great employees for Security to cover the increased hours starting in July.
 - Rules & Regulations and Covenant Fines and Due Process documents will be sent out to residents in December.
 - Inflation continues to be a budgeting concern, suggest concentrating on maintaining what we have and not add any new amenities at this time so we can control costs as much as possible.

MORNING BREAK – 15 Minutes

10:15 – 10:30

II. Committees & Survey Session

10:30 – 12:00

Committee Chair Reports

10:30 – 11:30

- Architectural Control (Becky Edy and Wes Watson)
 - 10 in committee
 - Processed 665 applications
 - Jill Cheeseman suggested improving fence form to indicate homeowner responsible to remove all debris from common area.
- Covenant Committee (Earl Bardin and Debbie Twardoski)
 - Things are running smoothly. Positive reinforcement is working toward better compliance. New rules and regs is helping in this department.
 - One more volunteer to the committee would be helpful. PayHOA has proved helpful in tracking violations and seems to be working
- Inspections & Engineering (Sid Siegel)
 - Focused on inspecting neighborhood entrances and preserve
 - Helpful to have maintenance efficiently working on projects
 - Consulting on projects i.e. cherry pond
 - Need Vice Chair
- Noxious Weed (Jill Cheeseman)

Successes

- Mill Creek Boulevard: From Cypress to Magnolia introduced species were removed, wood chips placed, and planting done.
- Chatham East: Dogwood and vine maples are returning. The NWC will continue to monitor the new plantings and adjust where needed.
- Spring Tree: In Wildwood Park the NWC met their goal of cleaning up the NE corner by removing introduced species and sheet mulching. Plantings will be added next fall.
- Vine Maple: North Park has been “adopted” by volunteers Hope Chatfield and Chris Dahlstrom who have donated labor, plants, and water throughout 2022 under the guidance of the NWC. The north end of the park is finished. The south end will have introduced species removed and restoration started in the future.
- South Park plantings have been successful, and cages will be removed when it is determined the plantings are large enough to survive the rabbits. Additional trees/plants will be added. The NWC will continue to control any returning bindweed and blackberries.

Challenges

- Recruiting volunteers for work events and for watering limited areas in the summer.
- Expenses
 - Expenses would be plant requests.

Goal for 2023

- Central Park (Evergreen) Restoration
- More Saturday morning events by beginning restoration of Central Park in Evergreen, which will be a multi-year project (and the NWC will need a lot of help). January 21 and February 18, from 10 to 12 noon, are scheduled. Tasks for volunteers will be family friendly, i.e., removing English ivy, yellow archangel and placing wood chips. Anyone under the age of 18 will need to be accompanied by an adult.
- A flyer was handed out at the Community Hours on October 13 announcing group volunteer opportunities for community service hours or service badges. Groups can contact MCCA to arrange a date and time for an event that the NWC will host. (Scouts, school clubs, businesses)

- The NWC volunteers will also be working Central Park on Monday mornings to assist in preparing areas for a community MCCA event on Earth Day, Saturday, April 22. This event would require pre-registration for planning purposes.
- Trail Ambassador (Evert Pretorius)

	2021	2022
Volunteer Hours	370	277
People Counted	5,000	4,400

- June, July, and August (high months)
- 7 volunteers in 2021
- 4 volunteers in 2022. Just added four in November so we're back to 7

Challenges:

- Off-leash dogs Chopper Park
 - No longer addressing unless approached by animal
 - Homeless has improved quite a bit. Fish ladder is a problem due to public transport
 - Trash has improved. Maintenance does a great job of keeping trails clean
- Motorized scooters need to be addressed (millstream?)

Annual Survey Response Review Open Discussion

LUNCH BREAK

IV. Budget Session

1:00 – 2:00

- Tree Issues – weather impacts and laminated root rot issues.
- Beaver Issues – continue to work with Beavers Northwest.
- Party Trailer Request – discussed this option submitted by a sub-association.
- Fish Ladder Sign Options – would like to see what a mason could do to change the middle part of the sign at Fish Ladder Park since the hump prohibits the use of the new sign style.
- Planned Reserve Projects 2023/2024 – projects were discussed and Hilary to work with the Reserve Specialist on finalizing the plan.
- Priorities – results from the Annual Survey indicate that we should hold the course. No big changes are anticipated for the next fiscal year.

Motion to adjourn the meeting and move into Executive Session: Sid Siegel, Second by: Terry Gemmill, passed unanimously.

V. Executive Session

2:00 – 2:45

- Collections Update
- ST 57 Covenant Issue Update
- Employee Compensation

Motion to adjourn Executive Session

VI. Final Thoughts

Motion to Adjourn: Judy Cromwell, Second by: Sid Siegel, passed unanimously.

VII. Adjournment 3:07 pm

Respectfully submitted by,
Hilary Bublitz
Association Director