



COMMUNITY ASSOCIATION

Mill Creek Community Association Board of Directors Meeting

Thursday, January 16, 2025
4:00 PM Online/Boardroom

Minutes

President – Sid Siegel

Secretary – Jill Cheeseman

Director – Dawn Rosenthal

Director – Evert Pretorius

HUB Insurance – Ann Hart

Vice-President – Earl Bardin (Absent)

Treasurer – Kristi Zevenbergen

Director – Mel Silver

Association Director – Hilary Bublitz

City Manager – Martin Yamamoto

Board of Directors Meeting Call to Order:

4 p.m.

Member Input: None

City Manager: Martin Yamamoto discussed finishing city projects started last year, beginning new projects and revamping internally. There will be a focus on deferred maintenance and increased community engagement, to include explanation of what “well maintained” means within the community. Additional staff have been hired. Three priorities for the city: Town Center South, DRCC properties and financial viability. The city’s new website was discussed.

Consent Agenda

- Approval of December Minutes
- Approval to transfer \$2,326.71 from Reserves to Operating for the purchase of 15 chairs for the MCCA boardroom and desks and storage furniture for the Security office.

Motion: Approval of Consent Agenda

Motion by: Mel, **Second by:** Kristi, **Passed:** Unanimously

Treasurer’s Report & Approval

Motion: Approval of Treasurer’s Report dated December 31, 2024

Motion by: Kristi, **Second by:** Mel, **Passed:** Unanimously

Association Director’s Report

- Hilary discussed the completion of the interior paint project, the new chairs for the boardroom and office, updated furniture in the security office, and the ongoing search for new boardroom tables.
- Hilary discussed WSCAI matters.

Old Business

- Insurance renewal: Ann Hart, HUB insurance broker, discussed with the board the increases and decreases in insurance coverages and will have final numbers for the board the week of January 20. The board will meet on Monday, January 27, at 3 p.m. to discuss the insurance renewal.
- Playground list by age rating: Hilary discussed future playground plans as the MCCA playgrounds need replacement.

New Business

- 2025/2026 Reserve Study

Motion: To approve the reserve study.

Motion by: Mel, **Second by:** Evert, **Passed:** Unanimously

- Chatham West entry light: Craig will be meeting with PUD at Chatham West to begin the process of obtaining a bid to install lighting at the Chatham West entry.

- Preliminary budget discussion: Hilary discussed the increases and decreases in line items and answered questions from the board members.
- Escrow Request Form update: Hilary discussed revisions that have been made to the Escrow form.

Adjourn & Enter Executive Session

Motion: To adjourn the Regular session and enter Executive session.

Motion by: Jill, **Second by:** Kristi, **Passed:** Unanimously

Executive Session

- Covenant Hearing Board update
- Employee matter

Adjourn Executive Session

Motion: To adjourn Executive session and enter Regular session.

Motion by: Dawn, **Second by:** Mel, **Passed:** Unanimously

Regular session:

Motion: Motion to restore 40 hours of vacation time for C. Borsi to be taken by the end of February 2025.

Motion by: Evert, **Second by:** Mel, **Passed:** Unanimously

Adjournment

Motion by: Mel, **Second by:** Evert, **Passed:** Unanimously

Meeting Adjourned

5:46 p.m.

Next BoD Meetings:

Insurance Renewal - Monday, January 27 @ 3 pm

Regular Meeting - Thursday, February 20 @ 4 pm

Respectfully submitted,
Jill Cheeseman, Secretary