



## Mill Creek Community Association Board of Directors Meeting

Thursday, March 20, 2025  
4:00 PM Online/Boardroom

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### MINUTES

**President** – Sid Siegel

**Secretary** – Jill Cheeseman

**Director** – Dawn Rosenthal

**Director** – Evert Pretorius

**MCCA Attorney** – Ken Harer

**Vice-President** – Earl Bardin

**Treasurer** – Kristi Zevenbergen (Absent)

**Director** – Mel Silver (Absent)

**Association Director** – Hilary Bublitz

#### Board of Directors Meeting Call to Order:

3:58 pm

#### Member Input

- WO 191

#### Consent Agenda

- Approval of February 20, 2025, Minutes
- February Financial Report

**Motion: To approve Consent Agenda**

**Motion by:** Jill      **Second by:** Evert      **Passed:** Unanimously

#### Association Director's Report

- Hilary answered questions about MCCA banking relationships.
- Hilary informed the board of upcoming site visits with the arborist.
- Hilary has contacted the owner of a Facebook group about discontinuing the use of the MCCA logo.
- Hilary discussed the efforts to abate noxious smells affecting two divisions.
- Hilary presented information regarding the MCCA network outage that occurred.

#### Old Business

- Budget 2025/2026 & Mailer

**Motion: To approve the 2025/2026 budget and the mailer.**

**Motion by:** Dawn      **Second by:** Evert      **Passed:** Unanimously

#### New Business

- Request by bike group to ride in the Nature Preserve  
Hilary will write a letter to the group denying the request.
- Newman Accounting Letter of Engagement for 2025 Audit  
**Motion: To accept the Newman & Associates 2025 Audit Engagement Letter for \$7,000 and to schedule the online audit for July 2025.**  
**Motion by:** Evert      **Second by:** Earl      **Passed:** Unanimously
- Chatham West entry light bid  
**Motion: To accept the bids from PUD, Currie Construction, and VolTech and spend up to \$21,000 from the Reserve Account to provide lighting to the Chatham West sign, work to begin after July 1, 2025.**  
**Motion by:** Earl      **Second by:** Dawn      **Passed:** Unanimously
- Wildflower Park stormwater pond & catch basin cleanout bid  
**Motion: To approve the Currie Construction bid to clean out Wildflower Pond after July 1, 2025, for a sum not to exceed \$26,000 from the Reserve.**  
**Motion by:** Dawn      **Second by:** Evert      **Passed:** Unanimously

- Chopper Park parking lot seal and stripe bid  
**Motion: To approve to accept Central Paving Bid No. 2 and use no more than \$5,600 from the Reserve fund to pay for the seal and stripe project, work to start after July 1, 2025.**  
**Motion by:** Evert    **Second by:** Earl    **Passed:** Unanimously
- Turbine blower bid  
**Motion: To use \$13,577.26 from the Reserve funds for the purchase of a Turfco Torrent 4 turbine blower from Pacific Golf & Turf after July 1, 2025.**  
**Motion by:** Dawn    **Second by:** Jill    **Passed:** Unanimously
- Collections Policy update  
**Motion: To approve a Collections Policy update effective May 1, 2025.**  
**Motion by:** Earl    **Second by:** Dawn    **Passed:** Unanimously
- Employee Policy update  
**Motion: To approve the MCCA Employee Drug and Alcohol Policy update.**  
**Motion by:** Evert    **Second by:** Earl    **Passed:** Unanimously
- Budget Meeting: What to expect.
  - Hilary discussed the April 17, 6 p.m., in-person Anatomy of Budget meeting for residents to follow the April 17 Board meeting and discussed the on-line Budget Meeting on April 23, 7 p.m.

#### **Adjourn and Enter Executive Session**

5:30 pm

**Motion: To adjourn Regular Session and enter Executive Session**

**Motion by:** Dawn    **Second by:** Evert    **Passed:** Unanimously

#### **Executive Session**

- HOA Attorney Ken Harer arrives at 5:30 pm
- Attorney discussion
  - Drainage from private property into common areas
  - LRR
  - Street islands maintenance
  - Treehouse/birdhouse structures in common areas
- Employee matters

#### **Adjourn Executive Session and Meeting**

**Motion: To adjourn executive session and meeting.**

**Motion by:** Earl    **Second by:** Dawn    **Passed:** Unanimously

#### **Adjournment**

6:07 pm

Respectfully submitted,  
Jill Cheeseman,  
Secretary

#### **Important Dates:**

Regular Board Meeting – Thursday, April 17 @ 4 pm

Anatomy of a Budget – Thursday, April 17 @ 6 pm (in person)

Budget Meeting – Wednesday, April 23 @ 7 pm (online)