



Mill Creek Community Association Board of Directors Meeting

Thursday, May 15, 2025

4:00 PM Online/Boardroom

Minutes

President – Sid Siegel (absent)

Secretary – Jill Cheeseman

Director – Dawn Rosenthal

Director – Evert Pretorius

Vice-President – Earl Bardin

Treasurer – Kristi Zevenbergen

Director – Mel Silver

Association Director – Hilary Bublitz

Board of Directors Meeting Call to Order:

4:00 pm

Member Input

4:00 – 4:15

No members were present.

Approval of Minutes

4:15 – 4:20

- Approval of April Minutes

Motion: To approve the April minutes.

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

- Approval of 2025 Budget Meeting Minutes

Motion: To Approve the 2025 Budget Meeting Minutes.

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

Treasurer's Report

4:20 – 4:25

- Motion to approve Treasurer's report

Motion: To approve the Treasurer's report.

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

- Formal adoption of the 2025 MCCA Budget as ratified by the members

Motion: To adopt the 2025 MCCA Budget as ratified by the members.

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

Association Director's Report

4:25 – 4:35

Old Business

4:35 – 4:45

- Huckleberry Playground update
 - The board saw no changes to the proposed MillStream article asking community members to volunteer for the Playground Committee. Mel and Earl will serve as the Board liaisons on that committee. The proposed article will be published in the June MillStream. Hilary, Earl, and Mel will meet to define the scope and purpose of the Playground Committee for approval by the board at the June meeting.

New Business

4:45 – 5:30

- Smartwebs licensing agreement
 - The board requests clarity on Smartwebs disaster recovery plan (DRP) and the contract renewal and termination requirements. Hilary to report back when the information is obtained in preparation for the June board meeting.
- West Coast Aquatics update
 - The board looks forward to more information as the Swim Club continues planning for this project.

- 2025 billing – process updates to comply with new statute

Motion: To comply with new laws, the MCCA late fee for past due assessments will be updated from \$25 per month to a monthly fee of 5% of the balance owed.

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

Motion: To comply with E2SSB 5686, the MCCA office will send the required Notice of Delinquency to all past-due accounts on July 14 and assess a \$10 administration fee on those accounts.

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

- Staff reviews – what to expect
 - Hilary described the review process to the board and handed out the forms required for the board to give their review input. The board requested materials from the previous year review period, and those were made available by email. The Board must email their completed forms to Sid by May 30, 2025.

Suspend Regular Session and Enter Executive Session

5:30 – 5:55

Motion: To suspend regular session and enter Executive Session.

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

- City Islands Agreement draft
- CY 11 Issue
- FW 59 Issue

Adjourn Executive Session and Re-Enter Regular Session

5:55 – 6:00

Motion: To adjourn Executive Session and re-enter Regular Session.

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

Motion: To send the City Islands Maintenance Agreement draft to Martin Yamamoto.

Motion by: Dawn, **Second by:** Kristi, **Passed:** Unanimously.

Motion: Engage Condominium Law Group to continue to monitor the bankruptcy proceedings for FW 59 at a cost of \$75 per month.

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

Adjourn

As there was no further business to discuss, Earl adjourned the meeting at 5:05 PM.

Important Dates:

City Chat Open House – Wednesday, May 14, 5:30 – 7:30 pm @ City Hall North

State of the City Luncheon – Wednesday, May 21, 11:30 – 1:30 pm, @ The Forum, Mill Creek Town Center

2025 Legislative Update – Thursday, May 22, 6:30 – 8 pm @ Mill Creek Country Club, Cedar room

Regular Board Meeting - Thursday, June 19, 4 – 6 pm @ MCCA boardroom

Respectfully submitted,

Hilary Bubnitz

Association Director