



Mill Creek Community Association Board of Directors Meeting

Thursday, August 21, 2025
4:00 PM Online/Boardroom

MINUTES

President – Sid Siegel

Secretary – Jill Cheeseman

Director – Dawn Rosenthal (Absent)

Director – Evert Pretorius

Vice-President – Earl Bardin

Treasurer – Kristi Zevenbergen

Director – Mel Silver

Association Director – Hilary Bublitz

Call to Order

4 p.m.

Member Input: None

Approval of Minutes

Motion: Approve the July 17, 2025, Minutes.

Motion by: Mel Second by: Evert Passed: Unanimously

Treasurer's Report and Approval

Motion: Approve the Treasurer's Report dated July 31, 2025.

Motion by: Earl Second by: Mel Passed: Unanimously

Association Director's Report

- Hilary gave an update on SWR 27, South County Fire staffing issues and obtaining bids for the Holly Pond cleanup.
- The Covenant Committee requests that the Board approve Danielle Sheppley (VM) as a member of the Covenant Committee.

Motion: Approve Danielle Sheppley (VM) as a member of the Covenant Committee.

Motion by: Mel Second by: Evert Passed: Unanimously

- Smartwebs migration update - Hilary discussed the training to date.
- Special events

Hilary stated the Popsicles in the Park and Teen Trash Trek were successful. A total of 170 people have responded so far to the playground survey. There will be a special edition of the MillStream the end of August highlighting these events.

The board discussed possible future MCCA events to promote community involvement.

Old Business

- City Street Islands Maintenance Agreement

Motion: Approve and instruct the Association Director to sign the City Street Islands Maintenance Agreement.

Motion by: Jill Second by: Kristi Passed: Unanimously

- Summer projects update

- CH W light - This project is complete. Only the PUD bill plus some minor costs to fill the hole and patch the lawn at CH 24 remain.
- Wildflower Park Stormwater Pond - \$9,401 was paid out of the Operating Fund to remove trees along the perimeter of the pond, but this should be funded by the Reserve Fund, as it is part of the project.

Motion: To fund the \$9,401 tree removal along the perimeter of Wildflower Pond from the Reserve Fund as part of the Wildflower Park Stormwater project.

Motion by: Mel Second by: Kristi Passed: Unanimously

- Holly Stormwater Pond – tree removal portion of project complete.

Motion: To fund the \$4,202.80 tree removal for Holly Pond from the Reserve Fund.

Motion by: Mel Second by: Kristi Passed: Unanimously

New Business

- Computer Upgrade

Motion: To pay \$1,271.90 from the Reserve Fund to Methodworks for Joan's computer upgrade.

Motion by: Mel Second by: Earl Passed: Unanimously

- Security car

- Hilary discussed the current condition and value of the Prius and the cost of a new hybrid SUV as a replacement.

- Concrete work 2025

- Hilary discussed the Reserve Fund project of removing trees and replacing concrete walkways in Cottonwood, Huckleberry and Juniper. She will be obtaining bids for the work.

- Cogir maintenance issues

- Hilary discussed various issues with Cogir. The board instructed Hilary to proceed with the violation process.

- Fine forgiveness requests

- SMC 0 is requesting forgiveness of their \$836.40 late fee and \$10 admin fee.

Motion: To deny the request for forgiveness of the \$836.40 late fee and \$10 admin fee.

Motion by: Mel Second by: Earl Passed: Unanimously

- SR 4 is requesting forgiveness of their \$100 covenant fine.

Motion: To deny the request for forgiveness of the \$100 covenant fine.

Motion by: Evert Second by: Mel Passed: Unanimously

- Payment plan request - VM 86

Motion: Approve a payment plan of \$159/month for four months that includes the first late fee and \$10 admin fee. If payment in full is made by December 31, 2025, the late fees for September, October, November and December will be forgiven.

Motion by: Mel Second by: Evert Passed: Unanimously

- Fence application - HU 97

Motion: Approve a wood grained composite fencing as an approved fencing material.

Motion by: Mel Second by: Evert Passed: Unanimously

- Arbor Day concept

- Hilary discussed plans for a future Arbor Day event to encourage and assist more residents to plant trees in their yards. The Board liked the direction and Hilary and Erin to reach out to nearby nurseries to get more details and plan an event for MCCA.

Suspend Regular Session and Enter Executive Session

Motion: To suspend Regular Session and enter into Executive Session.

Motion by: Earl Second by: Mel Passed: Unanimously

Executive Session

- Employee Performance Review

Adjourn Executive Session and re-enter Regular Session

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

Motion by: Mel Second by: Evert Passed: Unanimously

Adjournment

5:48 p.m.

Respectfully submitted,
Jill Cheeseman, Secretary

Important Dates:

September 1	Labor Day – MCCA office closed.
September 14 @ 9 a.m.	Run of the Mill 5K, 10K, Kids Race 9 a.m.
September 18 @ 4 p.m.	MCCA BoD Meeting
September 24 @ 7 p.m.	MCCA Annual Meeting (Online)
September 25/26	Arborist Days
October 4	MCCA Garage Sale
October 16 @ 4 p.m.	MCCA BoD Meeting
November 6 @ 5 p.m.	Community Hours @ MCCC