



Mill Creek South Homeowners Association

P.O. Box 1283 | Charlottesville, VA 22902 | [www.millcreeksouth.org](http://www.millcreeksouth.org) | [board@millcreeksouth.org](mailto:board@millcreeksouth.org)

**Board Meeting Minutes**

July 20, 2011 *Hosted by David Robinson, 265 Homestead Lane.*

**Board Members Present:** Jim Muehlberg, Dell Erwin, Mike Wheelwright, Barb Henry, David Robinson

**Neighbors Present:** None

Called to order 7:05pm  
Minutes from May meeting were approved.

**Treasurer's Report**

Low activity in general. \$58,265 total balance

**Grounds**

See attached reports.

*Playground:* The picnic table for the playground has arrived. HELP OUT! We need a few hands to install this addition to the neighborhood. Contact Jim at [jim@muehlberg.org](mailto:jim@muehlberg.org) to get involved. We discussed adding trashcans to the playground, possibly one at each entrance. Mike will contact Dixon Disposal to see if they recommend a particular type of can, and if they will empty them for us.

*Mailboxes:* The Board is planning the logistics of replacing all wooden mailboxes in the neighborhood with a new, long-lasting plastic model. We are soliciting feedback from the neighborhood. We will send a separate mailing to the neighborhood for this.

**Architectural Review Committee**

See attached report. The ARC has consolidated and clarified the Architectural Review requirements. The full board will review these prior to publication. Homeowners who wish to see a draft may contact the board.

**Website**

No report.

**Neighbor Feedback**

None.

Adjourn: 8:45pm

**SPECIAL NOTES**

Small grass trimmings make great fertilizer and mulch when kept on your lawn or garden beds.

Time to refresh the siding or add on? Find stain colors online at [www.millcreeksouth.org/committees/arc/paint-and-stain/](http://www.millcreeksouth.org/committees/arc/paint-and-stain/)

**Volunteer!!** Your neighborhood needs you. Consider helping out for a few hours to help Mill Creek keep its glow.

- Update the website, 1-2 hours a month
- Trail maintenance, one 4-hour weekend
- Mailbox installation, 1 hour each (with a friend)
- Vice President, 3-5 hours a month
- Organize the Fall Festival, 4-6 hours leading up to late October

Contact [board@millcreeksouth.org](mailto:board@millcreeksouth.org)

## MILL CREEK SOUTH HOMEOWNERS ASSOCIATION

### Architectural Review Committee Report – July 20, 2011

**MEETING.** We met on July 14 to visit the sign area and to discuss the updated ARC Requirements.

**ARC MEMBERS.** Maggie Pearson has resigned since she is trying to sell her house and move. Dan Burke has joined and attended our July 14 meeting. We are delighted to have him as a member, especially since he has had many years of experience in the house construction.

**ARC REQUIREMENTS REVISION.** A copy of our revisions was sent to each board member for their suggestions. After the revisions are approved by the board, they will be put on our website, replacing the old ones, and put in new homeowners' packets.

**APPLICATIONS.** We have not had any new applications since June. The three we had have been approved and signed copies delivered to the applicants.

**PAINT.** Since we do not have samples of trim colors, ARC members Natalie and Dan have agreed to work together to develop samples.

**LANDSCAPING AROUND SIGN.** As agreed at our last meeting, Dell contacted two landscaping firms for consideration in addition to Michael Wheelwright's proposal. A copy of Snow's design and estimate was sent to all board members. Another firm recommended by Michael said they did not do design work but recommended someone. That person charges \$85 an hour for an initial consultation, so I did not commit to her. I can contact other firms to ask for design and estimates if needed.

The ARC wishes to thank Michael Wheelwright for overseeing the shrub removal and overseeing the painting—both great improvements to MCS. We would like to see more bushes removed, those to the right of the sign (Alberta Spruce? And the one next to it) and some evergreen planted to the left on the sign to hide the unsightly area there. We would like to see the mulch in front of the sign dug out so that the sign is clearly visible and ensure that no plantings will obscure the sign in any way.

**MISCELLANEOUS.** We continue to recommend that each month there is an ARC reminder along with minutes, something highlighted like: **Remember: Do not change the color of your house or trim without ARC approval.**

Respectfully submitted,

Dell Erwin, Chair, ARC

# I Creek South Home Owners Association

## Balance Sheet Summary

As of June 30, 2011

	<u>Total</u>
<b>ASSETS</b>	
Current Assets	
Bank Accounts	58,329.66
Accounts Receivable	-64.04
Other Current Assets	<u>0.00</u>
Total Current Assets	<b><u>\$ 58,265.62</u></b>
<b>TOTAL ASSETS</b>	<b><u>\$ 58,265.62</u></b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	<u>0.00</u>
Total Current Liabilities	<b><u>\$ 0.00</u></b>
Total Liabilities	<b><u>\$ 0.00</u></b>
Equity	<u>58,265.62</u>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b><u>\$ 58,265.62</u></b>

Tuesday, Jul 19, 2011 12:32:52 AM PDT GMT-7 - Cash Basis

**Mill Creek South Home Owners Association**  
**Profit & Loss Detail**  
 June 2011

	Date	Type	Num	Name	Memo/Description	Split	Amount	Balance
<b>Ordinary Income/Expense</b>								
<b>Income</b>								
<b>Dues</b>								
	06/14/2011	Invoice	1125	1618 SHADY GROVE	Annual Homeowner Association dues for 1 year.	Accounts Receivable	<u>85.00</u>	85.00
<b>Total for Dues</b>							<b>85.00</b>	
<b>Misc. Income</b>								
	06/14/2011	Invoice	1125	1618 SHADY GROVE	Finance Charges on Overdue Balance	Accounts Receivable	2.58	2.58
	06/14/2011	Invoice	1125	1618 SHADY GROVE	Dues	Accounts Receivable	<u>10.00</u>	12.58
<b>Total for Misc. Income</b>							<b>12.58</b>	
<b>Total for Income</b>							<b>97.58</b>	
<b>Expenses</b>								
<b>Commons Maint.</b>								
<b>Mowing</b>								
	06/13/2011	Check		Herb Pritchett		Checking	<u>800.00</u>	800.00
<b>Total for Mowing</b>							<b>800.00</b>	
<b>Total for Commons Maint.</b>							<b>800.00</b>	
<b>Lighting, Repairs &amp; Electricity</b>								
	06/01/2011	Check		mcs_entrysign		Checking	11.47	11.47
	06/01/2011	Check		mcs_entrysign		Checking	6.59	18.06
	06/29/2011	Check		mcs_entrysign		Checking	11.47	29.53
	06/29/2011	Check		mcs_entrysign		Checking	<u>6.18</u>	35.71
<b>Electricity</b>							<b>35.71</b>	
<b>Uncategorized Expense</b>								
	06/14/2011	Check				Checking	<u>46.00</u>	46.00
<b>Total for Uncategorized Expense</b>							<b>46.00</b>	
<b>Total for Expenses</b>							<b>881.71</b>	
<b>Net Ordinary Income</b>							<b>-784.13</b>	
<b>Other Income/Expense</b>								
<b>Other Income</b>								
<b>Interest Income</b>								
	06/30/2011	Deposit				Reserve Fund	<u>10.07</u>	10.07
<b>Total for Interest Income</b>							<b>10.07</b>	
<b>Total for Other Income</b>							<b>10.07</b>	
<b>Net Other Income</b>							<b>10.07</b>	
<b>Net Income</b>							<b>-774.06</b>	

**I Creek South Home Owners Associati**  
**Profit & Loss**  
June 2011

	<u>Total</u>
<b>Income</b>	
Dues	85.00
Misc. Income	12.58
<b>Total Income</b>	<u>\$ 97.58</u>
<b>Gross Profit</b>	<u>\$ 97.58</u>
<b>Expenses</b>	
<b>Commons Maint.</b>	
Mowing	800.00
<b>Total Commons Maint.</b>	<u>\$ 800.00</u>
Lighting, Repairs & Electricity	35.71
Uncategorized Expense	46.00
<b>Total Expenses</b>	<u>\$ 881.71</u>
<b>Net Operating Income</b>	<u>-\$ 784.13</u>
<b>Other Income</b>	
Interest Income	10.07
<b>Total Other Income</b>	<u>\$ 10.07</u>
<b>Net Other Income</b>	<u>\$ 10.07</u>
<b>Net Income</b>	<u>-\$ 774.06</u>

Tuesday, Jul 19, 2011 12:32:52 AM PDT GMT-7 - Cash Basis

**I Creek South Home Owners Associati**  
**Balance Sheet**  
 As of July 19, 2011

	<b>Total</b>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Bank Accounts</b>	
BB&T Basic Business Checking	23,576.47
Reserve Fund	34,753.19
<b>Total Bank Accounts</b>	<b>\$ 58,329.66</b>
<b>Accounts Receivable</b>	
Accounts Receivable	-64.04
<b>Total Accounts Receivable</b>	<b>-\$ 64.04</b>
<b>Total Current Assets</b>	<b>\$ 58,265.62</b>
<b>TOTAL ASSETS</b>	<b>\$ 58,265.62</b>
<b>LIABILITIES AND EQUITY</b>	
<b>Liabilities</b>	
<b>Total Liabilities</b>	
<b>Equity</b>	
Opening Bal Equity	33,030.84
Retained Earnings	13,421.95
Net Income	11,812.83
<b>Total Equity</b>	<b>\$ 58,265.62</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$ 58,265.62</b>

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Grounds Report  
Michael Wheelwright, Grounds Chair

July 2011

1. Trees at 335 Copper Hill and 1657 Shady Grove Ct  
Turned out to be 3 tall and difficult but removed.
2. Contact with president Mill Creek Home Owners Assn  
common maintenance experiences After  
meeting with Neil Grady MCHOA President and  
Barbara Henry no tangible reason to believe that  
there is a convenient way of getting the county to  
take over maintenance of retention pond  
However the meeting was productive on other  
mutual HOA concerns.
3. Déjà vu (all over again) on the retention pond issue  
5 Request for Proposals out to local contractors  
who have retention pond experience for cleaning  
and maintenance services.
4. Design for Debris Cage for the stand pipe  
produced to obtain bids for future use to  
substantially reduce debris fouling the  
stand pipe after initial cleaning.  
Reduced water level will alleviate the stress  
on the trees and shrubs that have been under  
water the better part of the summer.
5. Windshield inspection of MCS mailboxes shows  
205 boxes -- 40 plastic (of two types) -- 167 wood of  
those wood boxes ONLY 11 need painting I needs  
replacement
6. Trash receptacles at entrances to our play park  
include 2 - 32 gal galvanized trash cans--2 - Iron Posts  
2 - eyes welded to iron posts--2 - lengths of chain --1 - bag  
plastic liners 2 - bags ez-crete Agreement with Dixon for bi-monthly  
pick up in the works. My estimate material only \$590.  
Not installed.