

Millbrook HOA Board meeting minutes 4-18-2024

Board Members in Attendance:

Duane Johnston, president

Richard Bohannon, Area 1 representative

Curt Wheeler, Area 4 representative

Jon Buck, Area 5 Representative & vice-president

Don Gwynne – Area 6 Representative

Beth Henkel, secretary

Pat Monis, treasurer

Charles Rhodes, asst. treasurer

Board Members not present:

Matt Haider, Area 2 Representative

Danny Barton, Area 3 representative

Guests: Brian Collins, Josh Rice, Millbrook residents

1. Board President Duane Johnston called the meeting to order at 7:00 p.m.

2. Board minutes from March approved.

3. Treasury Update: Pat Monis

- \$3,230 in deposits and \$12,858.54 withdrawals between 3/21/24 & 4/17/24
- \$10,500 of the withdrawals was for transfer from operations to maintenance account.
- With interest, the total deposits for maintenance accounts = \$10,830.57
- Balance of maintenance account is \$160,075.45.
- Assistant treasurer Charles Rhodes requested approval to waive \$6 fee charged to resident for late fee. The resident did not receive billing until after the deadline, on March 15. The board approved waiving the fee.
- Don Gwynne pointed out a labeling discrepancy on the treasurer's report likely caused by the software. It labeled electric reimbursements for fountains with 5th – 11th quarter. The board approved the treasurer's report stipulating the changes of labeling to all read 4th quarter reimbursement.
- 98% of residents have paid annual dues, 2 homes outstanding.

Discussion followed on how to proceed with collection of the outstanding dues. Asst. treasurer explained some of the details of the Fair Debt Collection Act, including guidelines on how to contact homeowners who have not paid. Charles also explained that the HOA should send a demand letter (certified) to the person(s) who have not paid. That makes the unpaid homeowner liable for costs after receiving the letter and the homeowner has 30

days to respond. A motion was made, and the board approved using the demand letter as the best option for moving forward to collect the dues.

4. Guest Issues:

- A resident asked if the lights on the fountains have to be so bright. Don Gwynne explained he would turn the lights from 20 to 12 volts to see if that helps. Don is also planning to replace any yellow lights on fountains with white lights.
- A resident asked if there are any paint color restrictions for exterior paint, as he plans to paint his house on Postbridge. The board indicated there are no restrictions.
- Another resident asked about a home on Creekford that neighbor say appears to be a short-term rental. Duane has sent a letter to the city to see if the house is licensed with the city as a short term rental. There had been some difficulty getting in touch with the homeowner, and Don Gwynne was able to get a working email. Homeowners are required to provide lease information to the board when homes are rented, and Duane agreed to make that request.

5. Architectural Committee Chair updates: No report.

6. Fountain updates: Don Gwynne reported as of April 12 & 13 all 9 fountains were functioning

7. Beaver Updates: No reports of new activity

8. Canal Updates

- Tilapia were delivered April 22
- Jon Buck reported duckweed had appeared on the east canal and he would be spraying with a chemical called Diquat & and a surfactant, chemicals that were left over from last season.
- Canal Committee Recommendations – looking at additional companies to provide aeration and biologic procedures to maintain the canals, and there will be more information with details of the process and pricing from the committee at the May board meeting.

9. The board agreed to hold the next meeting on Thursday May 23 at the home of Pat Monis 2802 Millbrook Court.