Mill Valley North

HOMEOWNERS ASSOCIATION MEETING
TUESDAY, JUNE 2ND, 2026 | 11:00AM | VIRTUAL MEETING

MINUTES

1. **Order:** Chris called the meeting to order at 11:05am.
2. **Quorum:** Christopher Slee, Robert Strobl, Robert Guenther and Angela Mulligan were present. Hairo Gomez represented CPS.
3. **Approvals**
    a. Chris motioned to approve 5.7.2026 Executive Annual Meeting Minutes. Bob S seconded and the motion carried.
    b. Ratify the following business conducted since the last meeting;
        i. Approved bid from Revitalized Pressure Washing to clean the pool decks, furniture and all concreted areas
        ii. Approved bid from Eubanks Electric for pool parking lot pole light work
        iii. Approved change order for the Iron Buck Painting estimate to add caulk in the gap between walls and concrete
        iv. Approved change to policy re: ARC request handling
        v. Approved bid from LDS for adding mulch to playground
4. **Financials:** Reviewed the financial report as of 4.30.2026 from Cedar Management.
    a. **Invoices:**
        i. Rumpke invoices have been stopped and payment returned to the association
        ii. Management will get detail invoices of the 3 K&C statements waiting for approval
        iii. The board will notify management when to approve the CPM invoice for signage
5. **Manager's Report**
    a. **Transition Update –**
        i. Board Controlled Accounts – Bob G and Lesley will go to Richwood Bank to change over signers.
        ii. Owner Charge Tags – Management will provide a list of "pool" and "non-pool" homeowner tags.
        iii. Compliance / Inspections – next inspection is scheduled for 6/10/2026, to focus on algae, flowerbeds and fences. Compliance email will be sent to all homeowners in advance to ensure most homeowners are aware of the inspection.
        iv. Lease Review Process – Hairo explained the lease approval process to the board for management to process and maintain lease records.
        v. Association Credit Card – Chris will complete the credit card application and get it back to management for processing and approval.

6. **President's / Secretary's Report –**
    a. provided an update to the pond dredging starting in July
    b. Community Handbook is almost finished; the board will schedule a meeting to review and edit
    c. Reserve Study is completed; the board will review, calendar items and prepare reserve budget
    d. Golf cart needs trickle charging before selling, Bob S will assist Chris with this to sell the cart
7. **New Business**
    a. **Eubanks Electric:**
        i. **Front ponds wiring & box:** Motion to table until after Bob G speaks with Burrey Aquatics. Motion carried.
        ii. **Monument lights:** Motion to table for an email vote and to be completed with front ponds wiring & box.
    b. **Landscaping:**
        i. **URE Project:** Chris motioned to approve LDS quote Bob S seconded and the motion carried. Angela will check if URE will pay for the project.
        ii. **Litter Pickup at 3 ponds:** Chris motioned to approve. Bob S seconded and the motion carried. Angela will inform LDS if the approval.
    c. **Plumbing:**
        i. **Backflow Replacement:** Bob S motioned to approve Weeks Plumbing to replace the backflow. Chris seconded and the motion carried.
    d. **Pool Issues:**
        i. **Security cameras:** Bob S motioned to approve the additional camera. Bob G seconded the motion carried.
        ii. **Vending Machine:** No motion to approve adding a vending machine at the pool house.
8. **Adjournment:** Bob G motioned to adjourn. Bob S seconded and the meeting adjourned at 1:16pm.

Mill Valley North

ASSOCIATION ANNUAL MEETING
THURSDAY, MAY 7TH, 2026 | 6:00 PM | NORTHWOOD ELEMENTARY COMMONS

MINUTES

1. **Call Meeting to Order**: Chris called the meeting to order at 6:10pm.
2. **Introductions**: Christopher Slee, Lesley Verbus, Robert Strob, and Angela Mulligan were present. Hairo Gomez and Arnold Barzak represented CPS. John Izzo represented Kaman & Cusimano.
3. **Proof of Notice of Meeting**: Proof of the notice was presented to all members present.
4. **Reading of Minutes of 2025 Annual Meeting**: Andrea Weaver motioned to approve the 2025 annual meeting minutes. Laura Kaiser seconded and the motion carried.
5. **President's Report:** Chris presented the President's report.
6. **Treasurer's Report**: Lesley presented the Treasurer's report.
7. **Association Manager's Report**: Hairo presented the Association Manager's report
8. **Nomination of Director(s):** John introduced the nominees to the members present. The owners will elect one(1) director to serve two(2) year term.
    a. Introduction of Nominee(s)
        a. Robert Guenther Jr.
        b. Kayla Horton
    b. Nominations from the Floor - None
    c. Motion to close Nominations – Lesley Verbus motioned to close nominations from the floor. John Corlus seconded and the motion carried.
9. **General Discussion**: Arnold held a general discussion. Members present inquired about community lighting by the pool, lawncare expenses, pond maintenance plan and rules enforcement in the community.
10. **Election of Director(s**): John held election procedures.
    a. Statements by Candidate(s) – each candidate spoke about their background and reason for running for the board.

b. Ask for Two Volunteers to Count Votes – Laura Kaiser and Eddy Roush volunteered to count votes. Michael Nichols motioned to approve. John Corlus seconded and the motion carried.

c. Casts Ballots – Hairo collected the ballots from the voting members.

11. **Announce Results of Election** – John announced the election results. Robert Guenther Jr was elected to the board.

12. **Old Business -** None

13. **New Business -** No New Business may be voted on at the annual meeting unless it is announced in the notice.

14. **Adjournment**: Chris motioned to adjourn Bob S, seconded and the meeting adjourned at 7:06pm.

15. **Executive Session**: Board members remained for the executive session.

MINUTES

Executive Meeting - Board of Directors
Mill Valley North Association, Inc.

Date: Friday, February 20, 2026
Time: 6:30 PM
Location: Virtual (Google Meet)

I. CALL TO ORDER
The meeting was called to order at 6:41 PM by the President.

II. ROLL CALL
Chris Slee (CS), President - Present
Lesley Verbus (LV), Treasurer - Present
Bob Strobl (BS), Secretary - Present
Angela Mulligan (AM), Administrative Assistant - Present

III. OPEN FORUM
CS: First meeting since October 2025; AM in attendance to take notes, retrieve documents, provide information - approved by unanimous consent; BS to take notes to assist with meeting minutes; AM to compile final minutes.

IV. AGENDA & MINUTES

MOTION: To approve the Minutes from the last meeting. Moved by CS; Seconded by LV; Voted upon and approved with one abstention. RESULT: Motion carried.

ACTION: 2025-10-02 Exec Session Minutes to be filed in the Drive and posted on the HOA website for distribution to the community.

V. REPORTS OF OFFICERS / COMMITTEES
Creation of a formal Treasurer's Report hampered by login issues with Vantaca.

- Operating balance $141,255.94 and Reserve balance $122,576.13 seen in Vantaca may be outdated; needs verification.
- 1099 received from Heartland for interest
- New CMG bank cards have activation issues; defer activation pending new cards.

VI. BUSINESS CONDUCTED SINCE LAST MEETING RATIFIED AS FOLLOWS:

A. VIVE waivers executed for all vendors
B. Iron Buck Painting contract approved for pool house painting
C. Landscape Design Solutions snow removal contract approved for 2026

D. Meeting with insurance agent for coverage review conducted
E. Community Standards document adopted
F. Notice of Non-Renewal to Cedar Management Group sent
G. Gutter repair at pool house approved and completed
H. "New" EMS contract discovered, effective April 1, 2025 - March 31, 2026; Refunds requested and received from CMG for multiple months of incorrectly billed base management fees
I. Multiple serious issues with CMG addressed, including login issues, missing data, document security issues and privacy settings in Vantaca, excessive delays in processing and payment of invoices, overbilling, using our funds to pay invoices for other HOAs, unauthorized payments sent to our vendors for work not yet completed, accepting estimates from vendors without Board authorization and paying them as invoices, improper assignment of HOA legal fees to homeowner accounts, improper handling of ARC requests, delay in sending annual statements, etc.
J. Retained attorney to send demand letters to previous management companies for records; all records received and now in Board possession
K. New AAB card received from CMG
L. Serious issues with quality of pool painting done by CPM; final payment to vendor withheld until resurfacing and repainting is completed in the spring
M. Memo to file re: board member conduct at last meeting
N. Reserve study update contract approved; deposit paid
O. Matured CD funds obtained from Heartland Bank, deposited at Richwood Bank
P. Muskrat trapping at Silverspur Pond approved and underway
Q. New management company selected
R. Plowing of pool parking lot added to snow removal contract for when snow exceeds 4 inches or upon request; $190 per occurrence
S. Reimbursement requests submitted by CS (details in Financial Packets)
T. HOA Life plan upgraded to include ARC processing due to issues at CMG
U. Pool and pool house winterized; City called for water turn-off
V. First Social & Welcoming Committee meeting held 10/19/2025; first event (Trivia Night) held 12/04/2026
W. Fence work at pool rejected due to incorrect materials; work was stopped, re-estimated, approved; finally completed and temporary fencing removed
X. Estimates obtained to install pump room ventilation fan for chlorine gas

VII. UNFINISHED BUSINESS

[Note: Items shown in ~~Strikethrough text~~ were skipped due to time constraints]

A. Policies and Procedures Discussion

1. Board meeting frequency and structure reaffirmed as one monthly Executive session and one monthly Work session.
2. Board members to review their roles and responsibilities, request help if needed: Board of Directors Operations Manual 9-18-2025.pdf
3. Code of Ethics Policy (Board Members).pdf to be reviewed by all board members; print and sign certification and return to AM for filing.

B. Financial Account Management

1. Ridgewood bank account balance noted as $330,485.16.
2. 2026 Budget - not finished; scheduled board work session to focus on this
3. Collections - Communication with Cedar stalled; LV to contact Kaman & Cusimano for a list of accounts in collections.
4. ~~Contracts & deadlines - Annual Contracts Tracker~~ Deferred

C. Pool Repair & Maintenance In Progress

1. Fence/Gates - installation finally completed, final invoice paid.
2. Security system reconnect Electronics Connect Quote ($3,780) approved by unanimous vote; replace locks with fail-safe system, repair push button, and upgrade DVR to 90-day storage. Alternative vendor rejected due to fob replacement requirement and cost.
3. Doors - Thomas Door Quote ($7,864) approved by unanimous vote over Capital Door/Liberty GC, based on scope, code awareness, and timeline.
4. Plumbing - work done, needs to be tested when water is back on.
5. Electrical - pole lights & bathroom lights in progress
6. Pool resurfacing - needs to be redone in spring due to quality issues (sharp protrusions, mismatched tint); payment withheld until complete
7. Poolhouse painting & repairs - need deposit to schedule work
8. Powerwashing bathroom floors - to be scheduled
9. Inspections needed to reopen: Ohio Department of Health, Union County Health Department, Marysville Fire Division - AM to coordinate

D. Ponds

1. Discussed best practice allocation of 15–30% of HOA budget for stormwater pond spending; motion passed to budget ~$45,000-$50,000 annually for pond maintenance for all three ponds. Quotes from Burrey Aquatic Restoration 2026 approved by unanimous vote; services to be provided AS NEEDED and only billed for services rendered.

2. ~~Plan still needed for outlet structure repairs.~~ Deferred

3. Muskrat trapping at back pond conducted in January/February; 12 muskrats caught and destroyed; invoices paid by CS due to time constraints and Cedar delays will be reimbursed through new management company Green Valley Wildlife Solutions #5003

E. Landscaping Design Solutions

Landscape Design Solutions quotes approved by unanimous vote

F. Management Company Change Deferred

1. Contract changes
2. Exit strategy - Review previous financial packets for accuracy, get deposit checks
3. Onboarding

G. Committees

1. Social & Welcoming - no activity; AM to follow up with members
2. Pond - not enough interest
3. Pool & Playground - no interest

H. Insurance Review

1. Confirmed that coverage meets attorney requirements; One golf cart was sold and removed from policy.
2. Requested quote to add/include social media liability coverage - TBD

I. Reserve Study

To be conducted in the late spring/early summer after all projects completed

VIII. NEW BUSINESS

~~A. Property Taxes for BRC Properties Parcels~~ Deferred

B. Violations

1. Multiple issues reported by homeowners; CPS to handle, and will begin community-wide inspections in May or June.
2. Fence audit - many existing fences lack HOA approvals despite city permits. BS to make a list of all fences in the development; AM to pull city permits for all fences; CS to match the list with historical ARC records.
3. Revisions to Community Standards - as needed or timed? TBD with guidance from counsel

C. Pool Concerns

1. Pump room ventilation quote approved by unanimous consent Monarch Heating Vent Fan 1/23/2026 ($1,125); fan was sized to

room with county engineer input to ensure door venting for adequate inflow; no permit needed due to plug-in installation.

2. ~~Signs - pool house, towing, handicapped, playground~~ Deferred
3. ~~Irrigation, landscaping changes~~ Deferred
4. ~~Pool furniture~~ Deferred
5. ~~Bike racks~~ Deferred
6. ~~Pool vacuum~~ Deferred
7. Meeting with Fred/CPM scheduled for March 26, 2026 3:00 PM at pool to discuss contract, expectations, startup, guards, repairs.
8. ~~Need to obtain original pool plans & blueprints~~ Deferred

~~D. Pond Concerns~~

1. ~~Recommended safety equipment and signage~~ Deferred
2. ~~Front fountains may need to be replaced soon~~ Deferred
3. Burrey reported exposed wires visible at front ponds - AM to call Eubanks

E. Social Media

1. BS delegated task of researching/writing HOA social media policy. All were reminded that sharing privileged homeowner or HOA information creates personal liability not covered by HOA insurance.
2. MVN pages/groups will be contacted for revisions; if no response, turn it over to the HOA attorneys for handling.

IX. NEXT MEETING

Work session: Saturday, February 28, 2026, 1:00 PM, Library
Executive session: Thursday, March 26, 2026, 6:30 PM, Google Meet

X. ADJOURN

The meeting was adjourned at approximately 8:35 PM.