

# Deer Creek at Northgate Homeowners Association

Board Meeting Minutes

Location: Library 21C Room B2

Date/Time: Thursday, February 9, 2023 @ 5:00 PM

## I. CALL TO ORDER/ESTABLISH QUORUM:

The meeting was called to order at 5:00 p.m. by President Rick White. Vice President Sharon Wood, Treasurer David Bunkers, Secretary Heather Evans, Director Kim Hermann, and Community Manager from Diversified Association Management Brittany Rodgers were also present. Quorum was achieved. Rick motioned to start the meeting and Sharon seconded the motion.

## II. OPEN FORUM:

No owners were present for open forum.

## III. APPROVAL OF MINUTES

The minutes from November 10, 2022 were presented for approval. Sharon motioned to approve the meeting minutes. Kim seconded the motion. This passed unanimously.

## IV. APPROVAL OF FINANCIALS

- A. **Budget Review:** If the budget is followed Deer Creek HOA will break even for the year.
- B. **Delinquency Review:** One homeowner owes the full assessment. One homeowner owes a partial payment and has agreed to pay the remaining balance.
- C. **January 2023:** The financials were reviewed.

## V. COMMITTEE REPORTS

- A. **Design Review:** No update.
- B. **Newsletter:** Each month Rick has been printing and mailing the hardcopy newsletters and email copies are also sent. This is costing Rick ~ \$100 in postage. Sharon motioned that we reimburse Rick for the postage costs. Dave seconded the motion. This motion was approved.

## VI. UNFINISHED BUSINESS

- A. **Snow Removal:** Brittany received feedback from a resource Diversified has access to that it would be prudent for the Deer Creek HOA to remove the snow behind the houses along Ridgeline Dr. Traveling along Ridgeline Dr. from Voyager the area would be from Snowflake Dr. to Lauralcreek Dr. on the right and from Cypress Semi Dr. to Fieldcrest Dr. on the left. The HOA currently has a time and materials contract with a snow removal service that will tend to this when snow totals reach 2 inches.
- B. **Crosswalk Campaign:** Per Councilman Helm's spokesman, a four-way stop with signs and a crosswalk will be installed at the intersection of Snowflake Dr. and Ridgeline Dr. No time of completion was given. Rick is planning on having a follow up talk with Councilman Helms to further explain the need for street safety in our neighborhood at previously identified intersections.
- C. **Tree Trimming Progress:** Rick trimmed the trees behind the houses on Fieldcrest Dr. that back up to Ridgeline Dr. Clippings were taken to Rocky Top at a cost of four loads at \$20 and one load at \$5 (Saturday drop off).

## VII. NEW BUSINESS

- A. Transfer \$36,000 savings to CDs:** Strategy is to purchase a 12 month CD each month in the amount of for a year. When they mature the HOA can either repurchase or cash out. The current rate is 3.75%. Brittany will manage the purchases.
- B. No Soliciting Sign:** Rick purchased a “No soliciting” sign to be placed at the entrance near the Deer Creek sign at Snowflake Dr. and Ridgeline Dr.
- C. Review-Trash Service:** Rick performed research and provided names of several different trash service companies that could be contacted for quotes. Sharon volunteered to contact these companies to get estimated costs of service to compare to the current trash service provider for Deer Creek.
- D. Review-Management Company: Diversified management costs are** \$1252 base rate and ~\$275 variable costs. Variable costs are about 35% of the total costs. Rick provided a list of management companies to contact for quotes. Kim volunteered to contact the management companies to compare to the current management provider.
- E. Annual Garage Sale/Picnic:** Mike Hendricks volunteered to coordinate this effort. He is granted a \$500 limit.
- F. Mike Hendricks Service Recognition:** Rick would like to recognize Mike Hendricks and others that tend to the dog stations. Potentially a certificate would be presented but the HOA is open to other ideas. Sharon made a motion to approve the recognitions and Dave seconded the motion. The motion passed unanimously.
- G. Other:** Brittany will be out of the office from 2/27/2023 – 3/03/2023.

**VIII. MANAGER’S REPORT**

No updates.

**IX. ADJOURNMENT**

A motion was made by David and seconded by Sharon to adjourn the meeting at 6:00 p.m. The motion passed by unanimous consent.

Next Meeting is 05/11/2023

Prepared by Heather Evans

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Signature Date

\_\_\_\_\_  
Date