

Draft Minutes of Northcreek Subdivision HOA Board Meeting

Sunday, May 21, 2023

In Attendance: **Board:** Allison Russell, Cat Cantor, Doug Carmichael, Andrew Smith, Honey Ahijevych, Meera Meyer
 Distinctive Community Management (DCM): Beth Silverman

Call to Order: 9:33am

Approval of Minutes: Motioned by Alison, seconded by Cat. Approved by board.

Owner's Comments:

- No owner comments

Financials:

- DCM provided overview on budget and provided details confirming that we are on budget to date. We have used approximately half of our snow budget so there is some concern that we may be over budget in this line-item depending on how much snow we get in late 2023. We also expect lower utility costs for the kiosk area as the space was winterized to reduce the amount of heating required during colder months, which could make up for higher snow removal costs.
- Doug (HOA Board Treasurer) reviewed the budget and confirmed that found no concerns currently with the budget or expenses.

New Business:

- Late fees / prepayment of dues discount
 - Discussion around adding interest for dual payments and discounts for single payments. The board agreed that there have been very few issues with homeowners paying HOA dues so there is no need to adjust the payment process at this time. If issues arise in the future, this topic may be revisited by the Board.
- Compliance walk date schedule
 - Beth, Cat and Alison will schedule walk through the spring compliance walkthrough on June 9, 2023. Beth will send out formal compliance notice of this walkthrough to the community through the HOA community email list prior to the walk-through.
- Select Annual Meeting Date
 - Preference to have annual meeting in September instead of August, given there are a lot of vacations in August. Board selected and agreed to have the annual meeting the morning of September 9, 2023.
- Bathroom discussion (general kiosk area)
 - Currently, bathrooms are decommissioned. Hot water has been turned off and entire bathroom area has been winterized to reduce energy use and save on utility costs, which have been very significant in the past.
 - Board discussed what to do with the entire kiosk area as it is rarely if ever used by any community members outside of just picking up mail. The board agreed to bring this topic up at the annual meeting in September 2023 and solicit feedback from community members on what should be done with the kiosk area.

- Siding on the kiosk is starting to rot a bit and irrigation controller looks poor. DCM will have maintenance take a look at the kiosk and provide quote to address some of these issues.
 - The half-dead tree next to the volleyball area needs to be removed. DCM will check with landscaping contractor to get quote on removing the tree.
- Walkway entrance to path on Hopkins Place
 - Lots of weeds in existing rocks. Board discussed re-landscaping this entire area, potentially removing the rocks, putting new weed barrier and adding in new landscaping material and plants. It is a constant weed battle and the rocks get in the way of walkers and bikers.
 - It was determined that Northcreek HOA does own the entire property within the fenced area between the houses at 4816 and 4813 Hopkins Place.
 - Beth will have landscaper review area and provide a couple of quotes for re-landscaping the area, ideally for the long-term to prevent future weed-control issues.
- Mygreencondo – Architectural (ARC) requests
 - Issues exist with using the system for reviewing and approving ARC requests. System is not sending out any notifications to board members to review any requests after a homeowner submits an ARC request. Beth will review system with her team to determine the root causes of the system. All requests by the Board will be reviewed and approved via email until the system can be fixed.
- HOA Compliance Documentation
 - DCM will contact Altitude Law to get update from them on minor updates required in our HOA documentation in order to update

Meeting Adjourned: 10:28 am

Next Meeting Date: Compliance walk on June 9th (DCM, Allison and Cat)
HOA Annual meeting, September 9, 2023 at 9:30am via Zoom