

**Board Meeting Minutes**  
**The Devon Hills Community Association**  
**January 22, 2020**

**I. Call to Order & Establish Quorum**

The meeting was called to order at 6:00 pm at the office of Dave Howard. Those attending were Justin Baker, Rob Crosby Hoar, Harry Perret, Mostafa Shamsuddin, Chip Warterfield and Sandy Williamson. Dave Howard, the ex-officio member, was present as well as Dick Krebs, who represents Synergy.

**II. Minutes**

The minutes were approved as read via email.

**III. Financial Reports**

**a) Year End Balance Sheet and P&L**

Dave Howard reported that the P&L looks good, with only \$1,148 over budget, even with entrance and tree expenses.

The Financial Report was approved unanimously with Rob making the motion for approval and Harry seconding the motion.

**b) 7 Year Plan Performance**

Dave reviewed the expenditures of the previous year and reviewed the proposed expenditures for the seven-year plan. The income is projected to be sufficient to cover the anticipated expenses including the replacement of the pond liner.

**c) Proposed Budget**

The proposed budget for 2020 was reviewed. Harry moved for adoption, Sandy seconded the motion and the Board voted to adopt the proposed.

**d) Financial Communication**

In addition, the electronic communications concerning a few line item changes from the Synergy bookkeeping to the DHHOA spreadsheet were reviewed and explained. (See agenda communication for specifics.)

**e) Collections Action**

Dick reported that the collection of late fees has been turned over to the lawyers for resolution.

**f) Landscape Contract**

Dick pointed out that there is a name change for our contracted landscape company to Issacs Rock. There is no change in personnel as Elder Garcia will continue to handle the landscaping work.

**f) Dues Payment Issues**

Dick reported that only three situations have arisen in which late dues have accrued due to the rate increase in July. These three situations have been handled.

**g) Security System**

Dick reported that a new payment system will be adopted by Synergy in the summer which will be more efficient. Synergy will send out information about the change and what people will need to do in order to pay their dues. The major change is that no payments will be accepted at the Synergy Office as all payments must go directly to the payment center.

**IV. Continuing Business**

**a) Ragsdale Berm**

The discussion is ongoing between the lawyers, but no legal action has been taken.

**b) 2560 Leaves**

The leaves in backyard are still a problem. Dick will check on this.

**c) SHD Sink Hole in Commons Area**

Doc Air gave a bid for rectifying the problem. They discussed with Dick the situation and felt certain that the area was NOT a sink hole, but that the area had been used by the builders as a fill area for trees and other debris removed from the construction site that has just decomposed over time and has now settled down through erosion.

A discussion followed as to the best way to address this area Dave wondered action was necessary as this is common area that is not used. Justin expressed concern for liability for children who might wander into the area. Mustafa reminded the Board that we maintained the field and Chip pointed out that some action should be taken to maintain safety.

Rob recommended that we table further action until all Board members have looked at the area.

**V. New Business**

**a) 2540 DVD Nuisance Complaint**

The homeowner complained of homeowners not cleaning up after their pets. Rob stated he would remind owners of their responsibility in his next President's Memo.

**b) 2621 SHD Nuisance Complaint**

Another complaint has been lodged about the unattended dog. Dick reported that this homeowner had already been fined. The house is for sale by owner so it could be rectified when they move.

**d) Solicitation**

There was a report of someone soliciting in the community. Dave looked up Metro Rules and shared the procedure: If a homeowner is contacted by a solicitor, the homeowner should take the brochure and then call headquarters with the information to report the person/company. Dave will post the information on the website.

**e) DVD at GWD Common Ground Condition**

The bare ground at the corner of DVD and DWD was discussed and it was pointed out that this is not the time for planting grass. Dick will contact David Mosier who has done planting of that area about future care. Sandy brought up an offer by Becky Griffith to put up lighting at that corner. The Board decided that, even with the best intentions, no homeowner should put up lighting or any other item on common property, in accordance with the By-Laws.

**f) Preparation for the Annual Meeting**

The Agenda for the meeting was discussed and approved.

There are three Board positions that are up for election. NHD 1, DVD 1 and At-large 1. Rob stated that he hoped that all current Board members would be willing to serve another term. Dick stated that the notice for the Annual Meeting was to be sent out on Monday.

**VI. Concluded Business**

The Board noted the following areas that had been handled with electronic communication

**a) ARCs**—All ARCs that had been presented to the Board were approved.

**b) Entrance Trees**—Two cherry trees were approved for planting at SHD to replace the two that had died. Replacement of the other aging cherry trees at the entrance will be addressed as the trees die out and have to be removed.

**c) Dues Letter to HOA Members**—The dues issues have been resolved.

**d) Berms and Drains**—The Board reviewed the status of the berms and drains. Regular inspection and cleaning are keeping the drainage system in good repair and working efficiently.

**e) Meeting Prep and Memo Prep Notes**—The emails concerning preparation for the Annual Meeting had been reviewed and the preparations made.

There being no further business, Rob recommended adjournment, and all agreed.

The Annual Meeting of Devon Hills Community Association is this week, February 26, 2020 at the Jewish Community Center in Bellevue, 801 Percy Warner Blvd. The meeting will start promptly at 6:00 pm.

The minutes of the last Annual Meeting that are submitted for your approval are posted on-line at:

<http://www.devonhillshoa.com/MembersArea/MeetingAgendaandMinutes/2019Minutes/Minutes.2019.03.AM.pdf>

The year-end financial statement the has been approved by the Board for your review is posted at:

<http://www.devonhillshoa.com/MembersArea/FinancialReports/2019YearEnd.pdf>

Please note:

Depending on your browser settings both links will present messages that warn of harmful content, which is a standard browser message when opening extended links that are deep within a protected folder of a website. These are direct links for your convenience. You can select to “continue anyway, or, you can go to: <http://www.devonhillshoa.com> . You will need to select “Personal Account Login and Member Information” in the navigation bar, then select “Enter Secure Area”. Then enter your "5" digit zip code as the password and click “OK”, then click “OK” again on the next popup. The Member Home page then will be displayed. On it you will find the Financial page and the Agenda and Minutes page.

If you cannot attend please fill out the proxy sent to you in the official notification sent by Synergy and give it to a neighbor who is attending. If you cannot find your proxy please call Synergy for instructions.

## AGENDA

- I. Call to Order & Establish Quorum
- II. Introductions
- III. 2019 Annual Meeting Minutes
- IV. President’s Report
  - A. Property Value
    1. Entrance Landscaping
    2. Common Area Trees
    3. Perimeter Berms Maintenance
    4. South Highlands Drive Common Ground
    5. Member Property Conditions
    6. Neighborhood Gatherings
- V. Financial Report
- VI. Election of Board Members & Discussion

**Board Meeting Minutes**  
***The Devon Hills Community Association***  
**March 30, 2020**

**A. Call to Order & Establish Quorum**

The meeting was via Zoom and was called to order at 6:30 pm. Chip Warterfield organized the Zoom meeting so that the Board could maintain social distancing during the COVID-19 pandemic and still effectively conduct HOA business. Those attending were Justin Baker, Rob Crosby Hoar, Harry Perret, Mostafa Shamsuddin, Nathan Sharkey, Chip Warterfield and Sandy Williamson. Dave Howard, the ex-officio member, was present as well as Dick Krebs, who represents Synergy.

**B. Approval of Minutes from the January 2020 Meeting**

The minutes were approved as read via e-mail, with Rob making the motion and Chip seconding the motion.

**C. Review of Financial Statement**

The first quarter financial report was sent via e-mail for review. The income and expenditures so far this year are in line with projected amounts.

**D. New and Continuing Business**

**1) Burning**

There have been reports of two neighbors burning leaves and debris in their back areas. The Board had discussed this issue via email and there was consensus that open burning on common areas is not acceptable.

Dave Howard cited the Q&A section on Metro's Fire Marshall's regulations that clearly states open burning in the Metro Area is prohibited. It was noted that fire pits and grills are not under restricted. With these regulations in mind, the Board discussed various wordings to be used to inform the community of the restrictions and to clarify the issue.

Rob made the motion that he would draft a general note that would be sent to whole community and then would work with Dick to draft a more specific letter to go to the two homeowners who had cleared some of the common area behind their home and burned some of the debris. Sandy seconded the motion. The motion was passed and Rob will send make sure language is clear and draft a letter which he will send out to the Board for review and then be sent out by Synergy to the community.

**2) 2553 DVD Complaint**

The homeowner at 2553 DVD wrote to bring to the attention of the Board the piles of tree limbs and debris in area behind their home and the rotten fence area in her neighbor's fence.

Dick reminded that this issue may not come under the HOA responsibilities, but rather may be a matter a neighbor's opinion. The Board looked at the pictures of the area and discussed that placing

the downed tree and its limbs in the common area has been the practice and to go back and have the tree and limbs removed would be more costly than the Board could justify..

Dick stated that he will inspect the property to see if there is a violation of community standards and the report on his finding to the Board.

### **3) SH Low Area**

The Board discussed remedies for the sunken area in the common area adjacent to the South Highlands community. The Board wanted to move forward to make sure that this area would not be a safety hazard, but wanted to make the efforts to be fiscally responsible as well as safe.

Dick had received a proposal from Doc Air for \$4,245 which included digging out the hole, back-filling it with rocks and then refilling and re-sculpting the surface. Other alternatives were discussed such as backfilling the area with dirt and seeing watching it to see if the area eroded, doing the full work as proposed by Doc Air and to even selling this parcel.

Chip moved to price the fill with dirt option with Harry seconding the motion. The motion was approved.

It was also agreed that the sale of this parcel would be explored. Harry volunteered to gather initial information and the Board agreed to discuss this at a later date.

### **4) Clearing of Common Land**

There have been reports of some neighbors clearing the common land behind their homes, with special concern for clearing the land above the berm.

A complaint was received that the homeowners at 2928 and 2916 GWD were clearing the land above the berm for a recreational area. Rob talked to both neighbors and both stated that they were just cleaning up the area and had no intention of developing that area. This complaint seems to be a part of a larger neighbor dispute concerning the homeowners at 2928, 2920 and 2916. The homeowner at 2920 is suspected of cutting down a tree in their back yard and then having the trunk and the debris dragged up the hill and onto common land behind the neighbor's property. Rob stated that the complainant took videos of the incident and he would send the videos to the Board and Dick for further review. Dick said he would review the video and violation he would take action to have the homeowner remove the tree.

Another complaint was received concerning the clearing of the common land above the berm by the homeowner at 2553 DVD that this homeowner was placing yard furniture and yard art in the cleared area. The Board reviewed pictures of this area and confirmed that this.

There was a discussion on clearing the land below the berm and above the berm and Dick reminded the Board of the Community Standards and the Board's mandate to follow those standards and the need for clear documentation for any approval of work done to common areas. Sandy urged adoption of revised standards to clearly state the HOA's regulations on clearing/landscaping of common land.

Nathan moved for Rob to develop a notice to be sent to community. Chip seconded the motion and the motion was approved.

March 2020

4) **Attorney**

Dick reported that he had talked with the HOA lawyer to check the status of the issue with Porter Ragsdale and was told that no further action had been taken at this time.

5) **Elections**

Board elections were held.

Rob was nominated for President by Harry with Nathan seconding the motion.

Justin was nominated for Vice-president and seconded by Nathan.

Harry was nominated for Treasurer by Rob and seconded by Nathan.

Sandy was nominated for Secretary by Rob and seconded by Harry.

The slate of officers for 2020 was approved.

The next meeting will be scheduled for May 11.

With all business being concluded, the meeting was adjourned.

Clearing Land

Devon Hills HOA Board of Directors

Minutes

May 2020

- 1) Meeting was called to order shortly after 6PM by President Rob Hoar.
- 2) Review of previous month's minutes was delayed. (Minutes will be reviewed and approved via email in the following days.)
- 3) Financials were reviewed, and general ledger changes were explained by Dick Krebs from Synergy Property Management, and by Dave Howard, our I.T. person. Finances are in good shape and can be viewed on our website.
- 4) Trees in need of removal were discussed. The board approved removal.  
The board discussed one resident's concerns about berm over-flow.  
Synergy Management continues to monitor the berm to make sure the headwall drain is clear and functioning property.
- 5) The board agreed to modify Community Standards regarding common areas behind our homes. It has been brought to the board's attention that a few residents have made use of the common area in the woods above the berms. To clarify community standards, the board agreed that areas between homes and berms may be groomed and maintained by homeowners, but that all common area above the berms should be left in its natural state.
- 6) It was noted that the common area above 2920 Glenway had not been cleared of cut timber dumped by owner, as requested by the board.
- 7) It was decided that Sandy Williamson and Harry Perret would work with our landscaping company on trimming less desirable weeds and saplings around our pond, while still maintaining a "natural" look.
- 8) Some recent auto break-ins were discussed.
- 9) Fallen trees have been removed from Devon Valley Drive.
- 10) Dick Krebs, from Synergy Management will ask our landscaping company to assess the unhealthy willow trees around the pond.
- 11 ) The board discussed the possible costs vs benefits of irrigation systems for our entranceways. Synergy will get proposals.
- 12 ) The meeting was adjourned. — Rob Crosby Hoar

DEVON HILLS HOA BOARD OF DIRECTORS

MINUTES

July 2020

1. Meeting was called to order. Attending were Mostafa, Rob, Chip, Justin, Harry and Nathan.
- 2) March minutes were reviewed. Justin motioned to approve. Seconded by Rob. Approved. It was noted that May minutes were delayed, and that minutes from the annual meeting still needed to be approved and posted on our website.
- 3) Financials were not available due to the new system being put in place by Synergy Management.
- 4) Rob made a motion that Sandy, Harry and resident Steve Cox work together on pond trimming and grooming. Motion passed.
- 5) Some late fees were waived. The new computer system has caused problems with automatic withdrawals.



Devon Hills Homeowners Association  
Minutes

Oct. 27, 2020

Your board of directors met via video conference on Oct. 27, 2020.

The following items were addressed:

1. **Minutes** from our Aug. 31 meeting were reviewed and approved. They will be posted on the Devon Hills website.
2. **Financials** were reviewed. They indicate that our community is in good financial shape and will also be posted on our website.
3. **Dues** paid by automatic withdrawal have been a problem for a few residents because of system changes. If you have had any problems, please call Synergy Management at 615-425-2168. Your call will be returned.
4. Our **drainage system** is clear and functional properly.
5. Our **annual meeting**, which is normally held in February or March, will be postponed until CDC guidelines allow large gatherings. Anyone wishing to run for the board should reach out to the board. Two seats on Glenway and one seat on Devon Valley Drive are coming open for election or re-election.
6. A **request to change** the color of a house is in accordance with by-laws.
7. Two **entranceway trees** on Devon Valley Dr. are diseased and will be removed and replaced.
8. Dave Howard, our **Neighborhood Watch** co-ordinator, informed us that Metro Council is reviewing a proposal that would prevent private communities such as ours from sharing license plate info recorded by security cameras, with the police. This would directly undermine our security system's effectiveness in deterring or solving crimes in our community. Please contact our councilwoman, Angie Henderson ! (

[angie.henderson@nashville.gov](mailto:angie.henderson@nashville.gov)) . Also, at least two cars left unlocked were entered during the night of Oct. 26. Remember to lock your cars, and keep security lighting on, making sure your lights don't negatively impact your neighbors.

We welcome your thoughts and suggestions. Please contact us at:

[BoardOfDirectors@DevonHillsHoa.com](mailto:BoardOfDirectors@DevonHillsHoa.com)

thanks ! Rob Crosby Hoar - president

Devon Hills Homeowners Association  
Minutes  
December 2020

The board of directors met on December 9, via Zoom video conference. All board members were able to attend.

We discussed the scheduled removal by NES of the aged and unhealthy willow tree at the Devon Valley Drive entrance. NES has the work order, but may not get to it for a number of weeks.

The annual meeting is still cancelled until further notice, due to the pandemic.

Berm maintenance will be done behind Devon Valley Drive, where some parts of the drainage ditch need deepening.

Minutes from our October meeting were approved and will be posted on the community website.

Financials were reviewed. Dave Howard will soon have a report on our annual budget for the board to review and post on our website.

We welcome our new neighbors on Glenway Drive, Devon Valley Drive and South and North Highlands !

Our aging pond lights probably need to be replaced. Dick Krebs with Synergy Management will look for our best options. We regret to have a lamp not functioning, especially during the holiday season.

Mr. Krebs ( Synergy ) has continued to regularly monitor berms and head-wall drains to make sure our drainage system functions properly. The board thanks Dick for his excellent work for our community.

A large fallen branch of a Bradford Pear tree behind the Devon Valley entrance sign was removed.

We are contracting for the removal and replacement of several cherry trees at two entrance ways. These beautiful trees are all nearing their life expectancies and will all need to be replaced over the next few years.

Board member Nathan Sharkey initiated a discussion concerning traffic noise from Old Hickory Boulevard. The board and Synergy will seek professional advice on what types of trees could best block noise from the increasing traffic, which includes construction-related dump trucks. Board member Sandy Williamson brought up the idea of a traffic light at Devon Valley Drive / North Highlands Drive / Old Hickory Boulevard. The board will look into this.

There have been complaints about drivers speeding on Devon Valley Drive and Glenway Drive. We have a posted 15 MPH SPEED LIMIT. Both pets and waterfowl have been killed on DVD and Glenway Drive. We implore residents to observe the speed limit ! Watch for children !

We welcome your comments, questions, and suggestions. Contact us at [boardOfDirectorsAtDevonHillsHoa.com](mailto:boardOfDirectorsAtDevonHillsHoa.com).

Thanks, Merry Christmas, Happy Holidays, and a HAPPY ( and better ) New Year ! — Rob