

June 9th, 2020

MINUTES FROM OLDE IVY VININGS TOWNHOME ASSOCIATION BOARD

In attendance; Board Members; Ken D'anastasio/President, Buddy Perrin Secretary/Treasurer, Sal Esposito/Director at Large, Susan Davis/Director at Large, Glenda Copeland/Director at Large, Brittany Pinto-Williams/Silverleaf Property Manager

Ken D'anastasio/President called the meeting to order; quorum established

May minutes were reviewed – discussed Payment Solution Plan offered by Silverleaf Mgmt – discussed Sparks ARC requests on door and awning - discussion on neighborhood pool –

Review of Neighborhood Board meeting – reviewed neighborhood items; water usage discussion – 1-2% differential in billing costs – Sal noted that they might not be administration issues but actual user issues – toilets overrunning ect. – noted the small error rate on the billing - Brittany discussed the differential on the billing process and we decided to get a couple more months of billing to process and then re-evaluate – discussed Conservice / replacement – their function as billing, reporting and delivery - discussed pool petition demand – update on the gym closure –

Property managers report

Leasing program discussed – RMS leasing program no new items or issues – discussion about new tenants moving onto the property – tenant issues such as dropping a POD on the street in a fire lane, blocking fire hydrants, damaging the asphalt street with the POD, no notice or permission requested to the Board to drop a POD - discussed how this is a managed property with rules and covenants and the lack of knowledge of new tenants concerning trash, parking, pets, yard signs ect. – suggestion that when RMS leasing executes a new lease contract that they convey to the new tenant not only a copy of the covenants and bylaws but also a condensed pamphlet that covers the basic rules; pets, parking, signs, basketball goals, trash cans, - ten things that are important to get the tenant off on the right foot in our community – Susan and Glenda volunteered to find out who's in charge of the leasing process, possibly contacting RMS and having a discussion of tenant covenant awareness

Accounts receivable/aging report; see in executive minutes

Architectural Review (ARC) requests; Sparks 4744 IRD submitted two ARC requests; one for the front door and one for an awning – awning request was denied by the Townhome Board and denial upheld by the Neighborhood Board – front door request was accepted by the Townhome Board with specific stipulations on how to proceed – applicant withdrew the door application

State Farm Insurance Supplemental Claim – Ken read the financial spreadsheet showing the numbers associated with the project and noted a well funded cost projection – a project update was presented as follows; project components of garage doors and gutters had been installed starting 5/27 with bldg. W, X, Y and working on V – material for metal roofs are expected to arrive next week – Board members

involved with project management stopped work Friday 5th for a safety meeting – issues concerning Board management ; work place safety, homeowner safety; materials possibly falling onto decks or driveways, developed onsite safety procedures and policy; no material to be thrown off the elevations, material to be walked down ladders to the ground level, crew to stop if homeowner enters the work area, notices to homeowners have to be current, accurate and timely especially on work delays/days – safety harnesses’ to be worn at all times – email notices to go out to homeowners notifying about delays, contacting each homeowner in building that work is commencing on roof/roofline that day – all principal parties agreed to safety procedures

Covenant violations – usual discussion / no new issues other than the pod street blockage

New Business –

William Russell – deck condition – Buddy to evaluate and recommend further action

Estate Sale – Crow 4732 IRD – sale to take place Thursday June 11th to Saturday 13th – Board discussed issues involving the sale; traffic, signs, gate access – Brittany / Silverleaf to inform sellers of sign policy, parking policy and hours of sale - 10am to 5pm – noted that the property closing was scheduled on the 15th of June and any fines incurred with violation of the conditions put forth by the Board would be assessed against the homeowner - motion put forward by Sal to approve the sale, seconded by Glenda, all in favor, unanimous approval based on conditions as outlined – Sal will query the Neighborhood Board with a gate hold open request to be voted on by Neighborhood Board –

Dog signs - Buddy placed dog signs along a specific trail between the townhomes and manors to be monitored for compliance – will report back and Board will evaluate going forward with more signs without the community with approval from Neighborhood Board – issue at hand is dog owners neglect to clean up after their pets

Mapping project for water shut offs – Ken had engaged John Bennison about zone locations for emergency water shut off for individual townhomes that would eliminate plumbing contractors shutting the water off to whole sections of townhomes while servicing plumbing issues with individual homeowners – there are no property plats or builder plans that show water access to individual homes - will have to physically probe for water shutoffs for each individual townhome - a project involving probing for the shutoffs should be considered – Buddy will contact and work with John developing a plan

Motion to adjourn – motion seconded - all in favor – adjourn by unanimous vote