

Olde Ivy at Vinings Townhomes Association

July Monthly Meeting

July 13th, 2021, 7:00 – 9:00PM

Olde Ivy Clubhouse Meeting

Meeting Facilitator: Ken D’Anastasio,

Attendees: Board Members: Glenda Copeland, Rod Johnson, Susan Davis, Silverleaf Property Manager: Brittany Pinto, Melissa Chupp

Call to Order / Establishment of Quorum –

Business/Financial Review

1. Townhomes Financial Review

Ken

- Income/Expenditures – variances to budget
 - Operating expenses: Attorney fees are over budget (resident’s issues which we will recover)
 - Grounds Maintenance: Curb painting expenses
 - Behind Budget on Courtyard homes expenditures
 - Expenses on the horizon: Water issues (to be discussed later tonight)
 - Discussion on how to address and record “sensitive issue” expenses, i.e, special assessments – transfers from the Sub-Associations to the Master Association. This should be recorded same month on the financials. Brittany will check with accounting to see what their process is of recording this item and has been asked to ensure that a process is put in place to make this happen.
- Key expenditures for the month

2. Property Management Reports

Brittany

- RMS Leasing Report – 30 allowed rental permits, 6 issued, 24 available. All compliant. Rental rate is 5%.
- Town Home Open Workorder Report
 - Snake treatment approved for 3 units: for \$275.00 by X-pest
 - Deck safety issues reported by resident. BluePrint (service provider) sent out to take a look and give report to Management Co. Brittany will reach out to see if BluePrint can send someone out tomorrow
 - 2 potential water leaks reported – these are Neighborhood Board Issue:

1) Gibbs will build up with gravel the spot near Susan King's home (it is not a water leak)

2) The leak in front of Breacher's home on ICL – underground water leak draining out to the street. Sonic tracing was done and traced it back to Breacher's house. Fix and Flow will give a quote and fixing will be responsibility of homeowner. If sidewalk has to be fixed, this is responsibility of Townhomes.

Roof shingle – fixed today

Water drain spouts detached- resolved by Sunshine

- Townhome Violation Report – (Closed items to be removed from report going forward)
 1. Notice to Homeowner on Recliner on Rear patio
 2. Pink trash can - resolved
 3. Unsightly conditions – resolved
 4. Warning of water shut off for being in arrears of dues
 5. At the Neighborhood level, 3 demand letters were sent out for water bill payment. Two issues are resolved and paid up. We have not heard from one and this has not resolved. Water shut off discussion will be added to the Neighborhood Board agenda.
 6. Courtesy notice to remove decorative lighting

- Review of ARC requests - Garage Door Status update

Old Business

3. Traffic Survey Review

Ken/Rod

- Review recommendation from A&R and Fire Marshall's office
 - We would like towing service to collect \$500 parking fine if possible
- Review quotations for curbs and signs
- Community Communication – Draft of Letter needs to be approved by both the Townhome Board and the Neighborhood Board before it is sent to residents. Electronic communication will be sent tomorrow to THB to review and approve via electronically.

4. Special Assessment

Brittany

- Collection status – Past due residents, how many

- Transfer Payment to Neighborhood Board
5. Clubhouse Update Brittany
- Posting on website – Community handbook etc.

New Business

6. Olde Ivy Dot Org information update – Prior years minutes and financials will be reinstated into Olde Ivey.org website for the townhome, all other sub-associations as well as the Neighborhood Board. Brittany
- Restore minutes and financials for all sub associations.
 - Provide a flash drive with the data.
7. Townhome Water Leaks – Fix N Flow – We have not heard anything back yet. Rod will call Fix N Flow tomorrow Ken/Rod
- Ivy Gate Circle -
 - Ivy Crest Lane
8. Gibbs Landscaping Update Ken
- Maintenance requests – Anything regarding landscaping or irrigation should be entered as a request on the ***Neighborhood*** portal, as opposed to the ***Townhome*** portal.
 - Shrub Replacements – minor shrub replacements occurring. Shrubs for Condos will be finished tomorrow.
9. Pedestrian Walkway Gate Ken
- Door lock was replaced on 7/12
 - Combination remains 31524
10. 2022 Budget Planning Process - Calendar Board/Brittany
- Reserve’s update, Historical review 5 year actuals:
 - no major budget / construction concerns for 2022.
 - Question: Has the work done been applied to the Reserve Study? Inspection of walking trail bridge is still needed. Reserve Study request – spreadsheet with actuals for 2018-2020, year to date 2021, and working item column needs to be added. Would like to see how we are trending with our expenditures relative to assessments. We need to make certain that we are whole for what we need to do for 2022.

o Off cycle meeting will be scheduled for 2022 Townhome budget

o Remaining retaining wall repair estimate still needed

- Assessment for 2022

11. Adjournment

Board