

Olde Ivy at Vinings Townhomes Association

March Monthly Meeting Agenda

April 13th, 2021, 7:00 – 9:00PM

Meeting Facilitator: Ken D'Anastasio,

Invitees: Board Members: Glenda Copeland; Ken D'Anastasio, Jerry Maziar, Rod Johnson, Susan Davis, Silverleaf Property Manager: Brittany Pinto

Call to Order / Establishment of Quorum –

Curb and Fire lane Community Feedback

1. Townhome Community Petition – 15 minutes

- Resident presentation of community comments.
 - Petition requests red paint on curbs to be removed, the number of no parking signs to be reduced, and wording on the signs changed.
 - The board requested a copy of the petition
 - Traffic engineer report should be complete in the next 2 weeks and information / findings will be shared with townhome residents

- 15-minute time allocation

Business/Financial Review

1. Townhomes Financial Review

Ken

- Income/Expenditures – variances to budget
 - Operating income is 13k + vs. budget
 - Aberrations to address – residents running behind in assessments, (will be discussed in Executive Session)
 - Expenditures are over budget – last payout to Baldpates for completion of metal roofing project with small minor items finished out this week. These items drove expenses higher than planned. Also, there was a double booking for insurance: The Feb. payment got paid in March, and March payment got paid in March, so expenses were higher. This will reverse out for April financials. General operating expenses were below budget by about 8k

- Key expenditures for the month –
 - Issues from punch list by Baldpates – 11 homes with minor issues to be addressed and some significant issues with railings. 2 are completed, 1 will be done this week. Some gutters were missed in fall work, this was completed

last week (lateness due to rain and availability of Atlanta Metal Works to be able come out and do the work)

- We expect to close out roofing project supplemental claim by end of this week.
- Updates from The Neighborhood Board:
 - Some residents have made comments and asked questions regarding retaining wall project. The retaining wall repair is under the auspice of Neighborhood Board. The retaining wall has had challenges, the cost ballooned because of the severity of the problem which became evident when the wall collapsed. This required a re-engineering of the wall requiring more anchors. DJonis Construction has worked very closely with NB to ensure that wall will be sustainable into the future. *This contractor is bonded, insured, and licensed and fully qualified to do this work.* Jonas is an expert in the field of retaining walls and is working with a qualified civil engineer. If desired, TNB can send out to the community recent pictures to see the extent of the hand-stacked blocks. The wall will look a bit odd when done – metal plates are being put in for support. Where visible to residents, TNB is looking for options to make it more visibly appealing. Once completed, TNB will move in to refurbish the walking trail and will most likely be replacing the steps that go down to the walking trail. New plantings are needed where landscaping was destroyed - will be made to look more like a natural barrier.

Walking trail bridge replacement: Will be done after the retaining wall is complete and the walking trail refurbished.

The other retaining walls in the community were also inspected. In The Manor, there is a rounded wall with separation in the block. (a forbearer of future problems). There are 6 such areas in the community. TNB is looking to figure out a timeline for doing this repair work. It was noted that there is no government oversight for these walls and that there is also no recourse to go back to the developer who did the original work. (8-year limit)

The gym and pool will be opened at the same time. (first or second week of May, TBD when retaining wall construction equipment is removed). This is for safety sake.

Pool: will be open for full use, full time, with outdoor sanitation stations for residents. The chairs will be set and fully functional. A request has been made for a pool opening party to the neighborhood board. It will be reviewed at the 4/20 NHB meeting.

Gym: will open at the same time as the pool. Gym wipes will be provided to wipe down all equipment after use by residents. Hand sanitizer stations will be set up in the gym for resident use. Additional signs will encourage people to wear masks and wipe down equipment, as well as a sign saying you are entering at your own risk.

2. Property Management Reports

Brittany

- Property Manager's Report
 - RMS Leasing Report – rental rate of 6% - all compliant
 - Asset Review –
 - Regions Bank Accounts

- Townhomes
- Courtyard Homes
- Operating Account

3. Town Home Open Workorder Report

Brittany/Ken

- Bald Pate Follow-ups, Balconies, Flashing. Will need to review the recommendations from Ameristar.
- Landscaping requests for shrub replacements and grass. Gibbs is developing a quotation for plant and shrub replacements. Due by 4/21 b
- Walking with Gibbs next week to develop a punch-list for the Townhome to present to the Neighborhood Board for approval and funding.
- Molding and Trim repairs will be completed within the next two weeks.as part of the BaldPates punch list.

4. Arc Report

Brittany

- Review of ARC requests – request for screens on outside of townhome was denied is now closed out.

5. Update State Farm metal roof status, progress, and pending issues

Ken

- Metal Roofs- completed
- Metal Roofs painting progress - completed.
- Wooden Railing repair – 1 home remains to be repaired, timeline to be provided by Bald- Pates by 4/14
- New gutters were installed on the garages of Building N.
- Splash guards and gutters installed at 4735 Ivy Gate Circle

6. Status of Retaining wall project.

Brittany/Ken

- Review the status of the Pacific Premier Loan for the Retaining wall and related projects. (Follow-up) Loan was approved for \$295K on 4/16.
- The sub association Loan agreement with the Neighborhood Board will be finalized this week. Each board member will receive a copy of their sub associations loan agreement for their signature.
- Each Sub Association is assessing their residents a \$200 special assessment for 5 Years to fund a \$295,000 Loan from Pacific Premier at 3.75% for 5 years

- Residents will receive a correspondence and payment coupon by mid may. Exact date is to be determined based upon the loan approval.
- Letter sent to all residents on 3/4/21 outlining the status and plan.

7. Walking Trail Bridge

Ken

- Contractor has been selected to repair the Walking Trail Bridge. Quotation is \$24,800 – Construction Solutions.
- Bridge repair could take 2-3 months due to the shortage of materials.
- Kelvin Garmon has submitted an updated supplemental claim to State Farm to cover the costs of the construction, engineering, and tree removal.

8. Walking Trail refurbishment Plan

- Contract to be awarded to Oldewan Paving. - \$21,800 (Neighborhood Board)
- 2-3 weeks to complete the project once work commences.
- Project will begin once the Retaining wall is repaired. Cost of the project has been submitted to be included in our Loan agreement with Pacific Premier.
- Reviewing with Gibbs the debris and dead limbs and tree to be cut along the pathway.
- We will need to get an estimate to replace the treads and risers on the steps leading down to the Walking Trail.

9. Gates

Ken

- The Neighborhood association has requested a new quotation to replace the gate operators on Beech Heaven entrance and exit gates.
- Beech Haven gates needed additional repairs to the new hinges that were installed to level the gates. Support post for the Exit only gate needed to be repaired.
- Additional new signs have been installed to provide a consistent and direct message.
- Allstate has refurbished the pedestrian gate that is at the end of upper Ivy Gate Circle. New expanded metal mesh has been applied to the gate and side panel. A box shield for the lever handle has also been installed to protect the handle.
- The Neighborhood Board received a quotation to install a pathway from Ivy Gate circle to the gate (\$1600) Board approved it last month.
- Directional signs to access the gate will be installed.

- WIFI has now been installed in our Guard House for the collection and retention of our existing gate cameras. Open issue is the connect of the cameras to our cloud-based recording system.
- Control panel was damaged by a vehicle at the Log Cabin Gates. Video to be reviewed to determine who did the damage. The individual will be required to pay for the repairs. (Follow-up) Delivery truck damaged the control panel \$4500 to replace the unit. Awaiting information from the resident who had the delivery to pursue the company.
- Entrance and exit of gates: We are not in compliance because we don't have pedestrian gates. There is a pedestrian gate at the end of Ivy Gate Circle which is being refurbished. A walking path will be established. This path will be regraded, edging will be installed, and pavers will be put down. Weekly maintenance will be done to maintain safety of this area.

10. Misc.

- Additional Dog Waste stations (2) to be installed by Gibbs: One at the top of Ivy Gate Circle and one off of Ivy Crest Lane.
- Gym and Pool status updates.
- Conservice late fees and collections
- Code of conduct document signatures
- Gutter cleaning scheduled for 5/10 for all townhomes.
- Water meter update given by Jerry M.
- Sunshine Window Cleaning: 2 scheduled for this year.
- Upcoming major projects over the next two years:
 - Painting – a cyclical project of painting that takes place. Not all buildings are painted at same time, it is a 2-year project. Exterior painting. Downspouts will be looked at as well. A scope of work has not yet been established.
- Irrigation will start up tomorrow – equipment is tested 4 times per year by Gibbs.

11. Adjournment