

Manor Board Meeting
July 25, 2023
4:30p ET

Board President: Joe Winland, Tommy Williams, Shirley Sharp, Alicia Eakin, Debbie Henderson (via phone)

Property Manager present: D'Ari Butler

June, 2023 Minutes - Approved and Posted to the Access Management website.

Financials - Month Ending June, 2023 (Review)

- Dues Payments Updates
 - About \$11,904 in total arrears for month ending June, 2023, down from the previous month total of \$13,428. One in arrears paid some \$5,600 with the remaining balance paid in July. Two accounts in suite and two more turned over to collections.
- Income for June 2023 exceeds Expenses = \$7,963. Y-T-D thru June, 2023 revenue exceeded expenses = \$26,177
- Actual operating cash for month ending June, 2023 available after insurance liabilities are being audited and will be provided to the board once the numbers are reconciled. The reserve or money market balance for the month ending June, 2023 = \$361,320. There are still some insurance payments that need to be made to repair unit damage at building 4850 as well as for work on common areas.
- We are over budget on roof repairs.
- TKE came out to repair the 4905 elevator. The elevator keeps having hydraulic fluid issues. This isn't the first time this has happened so D'Ari is working with TKE to make a permanent fix so we won't have to continue making service calls for the elevator in that building.
- Despite extra expenses, we are still right where we need to be when it comes to reserve funds.

Property Manager's Report

- Unit Sales Update - No Units Closed in June, 2023 - no new leases
- Insurance Payments Made to Association (\$590,159.25 for repairs only) and Insurance payments made to contractors (381,526.92 repairs only) - \$208,632.33 left to pay for repairs).

Manor Board Action

- Attic Fire Sprinkler System maintenance practices submitted to insurance companies for review - Report submitted by A Plus on actions that can be taken to prevent fire sprinklers from bursting during future Arctic blast. The plan includes lines being drained and turned off and extra fire monitoring protections put in place during that time. The goal of this is to keep The Manor insured and premiums to a minimum.

- Dryer Vent Cleaning Contractor - D'Ari is going to go back to RS Andrews and All Air to see if he can get the price down before awarding a contract. These costs will be charged back to each homeowner and must be done for insurance and fire safety reasons.
 - RS Andrews = \$27,783 Total (\$189.61 per unit). It would be an additional \$5000 for a site map.
 - All Air = \$38,598 Total (\$262.57 per unit). This includes cleaning and a site map.
- Inspection of Manor buildings 4805 and 4810 to determine if exterior painting / repair completed - waiting for reports
- Roof Inspections (drone) complete - awaiting reports
- IHG Insurance notice of non-renewal received. Due to this, we are shopping Insurance companies.
- Reserve Study Refresh - Board approves \$1,500 costs.
- Budget planning - We need to have budgets done by the first week of October. Joe has already started putting numbers together based on the last three years. The board will likely need to hold extra meetings between now and October 1st to finalize a 2024 budget..

Neighborhood Board Activity

- Retaining Wall (4950/4850) - Contract awarded to Dijonis with work scheduled to start August 1, 2023. They will be allowed to work from 8-6 Monday through Friday and it should take 30 calendar days to complete – unless we get a lot of rain. There are currently 87 anchors that will be installed, primarily in the curves of the wall. We asked for an additional proposal to paint the faceplates once work is complete to better camouflage with the wall. D'Ari and Tommy will draft a note that will be sent to residents about how that work will impact the community particular in the Manor.
- The board voted 3-2 to keep fire lane markings and signage as is.
- Retention Pond Cleaning - We received a proposal from Arbor Force to clean two retention ponds for \$20,000. Discussions are ongoing to see how we can bring that price down.
- Water Meter / MTU Replacement - 12 homes need MTU replacement or rewiring. We installed 5 MTUs and rewiring work on 3 homes. 4 homes could not be worked on.
- Conservice Water Billing - We continue to have ongoing issues with our water bills. Conservice is working on a proposal as to how to achieve consistent water billing.
- Social Committee and Clubhouse Use - Alicia being asked for her help. She'll get a proposal to the board by Aug 1.
- Landscape Advisory Group - has been meeting with Gibbs. Their first focus will be elevating the look at the front and back gate.
- Property Manager Security - Review front door camera options.

- Pressure Washing sidewalks and curbs throughout the community - more investigation to be done. We'll see where the budget is at the end of the year and go from there.
- Review of ongoing repair projects - Removal of dying leyland cypress trees so we don't have issues like we did at the pool.
- Update on capital reserve study - All 4 associations have been given proposals for reserved study.
- Cobb County Rezoning applications that could impact Olde Ivy - There is an ongoing application for a large development off Plant Atkinson Road and across the street at the old gas station. The board wants to make sure our voice is heard while considering what to put there.
- Christmas Party (12/9/2023). Annual Meetings (Condos 11/6. Townhomes 11/8. Manor 11/9 Neighborhood 11/13)

Individual Building Projects

- Building 4850 lightning strike - The alarm box was fried. Replacing the fire panel, fire watch cost in excess of \$9,000 - the cost includes paying for a fire watch while the system was inoperative.
- Ceiling Repair around fire sprinkler heads multiple units - 2 units still have paint pending.

Larger Maintenance Project

- Trash Room Door Repair / Alignment - On going

Board Meetings

Next Board Meeting - **Next Board Meeting August 22, 2023 starting at 4:30PM - Clubhouse**