

Olde Ivy at Vinings Townhomes Association

May Monthly Meeting Minutes

May 11th, 2021, 7:00 – 9:00PM

Olde Ivy Clubhouse Meeting

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 –

Business/Financial Review

- Townhomes Financial Review
 - Total Reserves for both the Townhomes (\$712K) and the Courtyard Homes (\$161K)
 - Total Assets including the Operating budget is \$907,336.
 - Operating Income for the Month of April was \$60,434. The Townhomes were \$11,199 over budget for the Month. YTD The Townhomes Income is \$246.4K vs. a plan of \$196.9. The Townhomes income is approximately \$49.5 K over plan.
- Key expenditures for the month
 - Operating Expenses YTD are approximately \$173K over plan. This is large part due to the final payment to Bald Pates for the Metal Roof Project, (\$167K) and \$7.3 for Grounds Maintenance. The income for the Metal Roofing project was booked in fiscal 2020 from the State Farm Insurance Claim. The expense came in 2021 with the completion of the project.

Property Management Reports

Town Home Open Workorder Report – The Board reviewed the open workorder report. There was a concern that the data was incomplete and that the document needed to be reformatted. Also, several neighbors are posting Neighborhood issues on the Townhome site. Silverleaf needs to transfer THB work orders onto the NHB work order site and explain better what is being done to process the work order other than just closing it out.

- Balcony Repair status (3) and quotations - Ameristar was approved to complete the balcony roof repairs as an extension of the Metal Roofing project. All repairs will be completed within 7-10 days by Ameristar. All effected homeowners will be contacted with the schedule.

- Landscaping requests for shrub replacements and grass – Gibbs had developed a list of Shrub replacements as well as grass that needed replacement on Ivy Gate Circle. The Gibbs Enhancement team will be procuring the shrubs and grass in order to refurbish the areas outlined.
- Wooden Railing repair – 1 home remains to be repaired, timeline to be provided by Bald-Pates 5/12. This railing was on Ivy Gate Circle.

Status of Retaining wall project. All DJonis work was completed on 5/8. Final payment has been approved by the Neighborhood Board.

- Review the status of the Pacific Premier Loan for the Retaining wall and related projects. The Pacific Premier is in underwriting. It is expected to close the end of June beginning of July. At that time funds will be transferred to the Neighborhood Board.
- 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 – Assessments have been mailed out.
- Walking Trail Bridge Repairs – Drake Construction will begin the Walking Trail repairs the second week in June. It is expected to take 2-3 weeks to complete. New drains will be installed to limit erosion. Rotted timbers will be replaced and 3inches on slate chips installed as a new walking Trail surface. The steps to the walking trail adjacent to the Pool will be replaced too.
- Update the status of the insurance claim submission to State Farm – We will receive approximately \$16,000-to \$18,000 from State Farm to repair the storm damaged Walking Trail Bridge. The total cost is expected to be approximately \$24,000. 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 for the Walking Trail Bridge, engineering, and tree removal.
- Engineering fees will total approximately \$7,000 for both the Retaining Wall repair and the reconstruction of the Walking Trail Bridge with G&M Engineering. - Neighborhood expense and part of the insurance claim.
- Contract awarded to Oldewan Paving has been updated to \$31,800 to include stairs and step replacements (Neighborhood Board)
- Project will begin the first/second week of June. The Cost of the project has been submitted to be included in our Loan agreement with Pacific Premier.
- Gibbs will remove the debris and dead limbs and tree to be cut along the pathway.

Gates

- The neighborhood association has requested a new quotation to replace the gate operators on Beech Heaven entrance and exit gates. (Quotation is \$24,800.00) – Under review
- The Walkway to the Pedestrian Gate at the end of Gate circle will be installed the third week of May. Signage will direct residents to the gate which give access to Beech Haven Trail. Additional landscaping will be planted along the path. Gibbs will maintenance this area weekly when on property.
- Control box at the Log Cabin Gate has been replaced (\$5,500) Brittany has filed an insurance claim with the company that damaged the box – We have also submitted a claim with our insurance carrier to make them aware of the damage and have them assist the Board in collecting the claim from the Trucking company.

New Business

1. Misc. Issues

- Additional Dog Waste stations (2) to be installed by Gibbs. (Ordered). 1 station will be installed by the Pedestrian path to the gate and the other will be positioned at the entrance of the Walking trail by the pool steps.
- Discussion on opening the clubhouse. – Board determined that we needed to review the Clubhouse rules and Rental agreement form. We will update the documents to include the requirement for Residents.
- Conservice late fees and collections – New information has been requested from our Senior Account Manager. The Late Fee's seemed to be excessive. We will review deductions taken by Conservice for Late Fee's versus the number of Townhome owners that are late in a given month.
- Code of conduct document signatures – All Board Members have signed the Code of Code Agreement.
- Gutter cleaning scheduled for 5/24 for all townhomes. Communication will be sent to residents on the 20th and the 21st.
- Parking lot repairs completed by the retaining wall and stripping. The parking lot has been sealed and new lines painted. Handicap spaces have been refreshed as well by the pool.

2. Curbs/Parking

- A&R Engineering is working with the Cobb County Fire Marshall's office to develop a comprehensive Fire Lane plan for the Olde Ivy Community. The review will include the following.
 - Review of all curbs that have been painted red, circa 2006 as well as the new curbs painted in 2021.
 - Review of existing signage with the intent to reduce the variations as well as the number of signs.
 - Review the potential addition of parking spaces that would be compliant with code.
 - Development a master plan for the community to be reviewed by the Town Home Board as well as the Neighborhood Board for approval and adoption.
 - Fire Marshalls office to review, make recommendations if needed then approve and seal the plan.
 - New Stop Sign Lower Ivy Gate Circle. Lower Ivy Gate Circle has not had a stop sign at the intersection of Ivy Ridge Drive. A stop line has been painted but still needs to have a Stop sign installed. This is being reviewed with the Traffic Engineer.

Adjournment

- Next Townhome Board meeting is scheduled for June 8th, 2021, at the Olde Ivy Clubhouse.