

Manor Meeting Minutes
January 24, 2023
4:30 PM

Board present: Joe Winland, Shirley Sharp, Debbie Henderson, Tommy Williams, Alicia Eakin
Property Manager present: D'Ari Butler

December, 2022 Minutes - Approved, posted to the Access Management website and emailed to the community. Posting to the oldeivy.org site is a bit behind. The board will work on getting that updated.

Financials - Month Ending / Year Ending December, 2022

- Dues Payments Updates
 - About \$10,801 in total arrears month ending December, 2022 up from previous month total of \$8,190.
 - D'Ari has turned two of the accounts over for collection.
- Capital Contributions from sale of Manor units Y-T-D through November, 2022 = \$15,858
- Balance Sheet
 - We ended the year 2022 with \$307,544 in the reserves.
 - Net Income for 2022 = 43,808.58
- The 2023 budget will be posted to the Access Management website soon.
- Due to quarterly payments, January will be over budget but they will catch back up as months progress.

Property Manager's Report

- Unit Sales Update - No Units Sales in December, 2022
- No New Leases
- NEW! Access Management will charge a new \$5 delinquency administrative fee added to late payments. THIS PAYMENT IS NOT WAIVABLE. D'Ari will put out a note to the community detailing this new payment to avoid surprises on future bills.

Manor Board Action

- Building Water Pressure Regulating Valve Replacement - Hill Mechanical has been awarded the contract on all 7 buildings. Work to be scheduled for February, 2023. Half of the payment was made in December.
- Shutter Replacement - D'Ari is still working on getting this finalized.
- Access Management Portal Workshops - Access Management putting together something for the board members. D'Ari will then have a workshop for Manors homeowners. This will be done in groups of 10 homeowners at a time and be held in the clubhouse.
- Drone Inspection of Roofs.
 - Ameristar Quote: for Repairs. \$8,185 for repairs on all 7 buildings. Board unanimously approves costs.
 - The reserve study indicated that 2023 would be the year for TPO replacement but the drone inspection showed that work is not yet needed
- Elevator Inspections - Cobb County has assigned a technician. He has not returned multiple calls or emails. D'Ari may have to go to the commissioner's office in person.
- Building 4850 Water Damage Insurance Claims and Remediation Updates (Debbie) - All 6 homes will be demoed by early February. This process is on schedule. New mold has been found in unit 206 and hallway area. The area will be sealed and treated. Once all work/demo is done, the association adjuster will come out, make the final estimate and then contracts can be awarded and renovations can begin.
 - For future arctic blasts, the recommendation is to turn off the attic fire sprinkler system to prevent a similar incident from happening again.
- Annual Fire Extinguisher Inspection completed - Exit Pro inspected, serviced and replaced fire extinguishers around the Manor. Work cost \$1723. A report will be submitted to the Fire Marshall to show the community is up to date.

Neighborhood Board Activity

- Pool Room Restoration/Clubhouse Water work is going on now.
- Street Lights Conversion to LED (Georgia Power)
- Added Street Light in the cul-de-sac of Ivy Ridge Dr.
- Retaining Wall Survey / Work Schedule
- MTU Replacement is scheduled for Feb 4
- Conservice Water Billing - Joe, Tommy & D'Ari will have a conference call with Conservice to discuss over billing. The proposal is to have the next bill cover only 10 days and then use averages for a 30-31 day billing cycle. D'Ari will put out an email blast after that call.
- Repairs and Quotes - There are several items around the pool, fencing, etc. For more info, please see Neighborhood board minutes.
- Community Water Line - Has been completed, landscaping has been restored- some sodding yet to be done.
- Review of Capital Reserve Analysis

Requests for the Neighborhood Board

- Send letter/emails to Cobb County about adding back trees to Log Cabin/Beech Haven to cut down on noise to the community.
- Clubhouse use. Request to make this process easier to reserve the clubhouse for small events and serve refreshments. This will be put in the portal to get it on the record and offer solutions.
- Discuss the return of committees so more community members can get involved.

Individual Building Projects

- Lighting Concerns Building 4855 - No additional action needed
- Touch up painting - Will get quotes from Blueprint, P3. Alicia/Shirley volunteered to help out as well if it's something paint is not too complicated.
- Building 4805 - Garage Gate Code Fixes. - D'Ari to complete an audit of the gate codes
- Building 4805 - Front Door Latch - Lance has fixed.
- Building 4805 - Planters at Front Entrance.
 - Request: Walk the Manor with Kevin/Gibbs to discuss some areas where landscaping can be added or needs to be better maintained.

Larger Maintenance Project

- Trash Room Door Repair / Alignment
- All Building Wi-Fi communications between entrance door and community entrance gates to individual units. All the 3G wifi boards were upgraded to 5G but still issues with AT&T and DoorKing software.
- Pressure Washing - D'Ari to follow up with Sunshine on potential missed areas

Board Meetings

Next Board Meeting - Next Board Meeting Thursday **February 23, 2023** Starting at 4:30PM - Clubhouse