

Manor Meeting Minutes
April 25, 2023
4:30 PM

Board present: Joe Winland, Shirley Sharp, Debbie Henderson, Alicia Eakin, Tommy Williams (virtual)

Property Manager present: D'Ari Butler (virtual)

March 2023 Minutes - Approved and Posted to the Access Management and Olde Ivy website.

Financials - Month Ending March, 2023 (Review)

- Dues Payments Updates
 - About \$13,585 in total arrears month ending March, 2023, up from the previous month total of \$11,420
 - Two accounts turned over for collection.
 - One account defaulted on consent order - affidavit filed with court.
- Income for March, 2023 exceeds expenses by \$20,853. Y-T-D thru March expenses exceeded revenue by \$5,803.
- \$25,370 in fire sprinkler system repairs caused by freeze paid in February - insurance claim paid in March for the full amount.
- See financial income statement for more details on where we are over/under.

Property Manager's Report

- Unit Sales Update - Two Units Closed in March, 2023 (4805, unit 305 & 4810, unit 102)
- No new leases
- Building 4850 Contractor by Area - all projects have been awarded to 5 contractors. Repairs are all underway. D'Ari, Debbie and Joe will continue to work with project managers to make sure the crews are tidy and respectful to other residents.
- Insurance Payments Made to Association/Insurance Payments Made by HOA to contractors (Total Payments to the Association: \$683,060.87) - (Total Payments to Contractors: \$168,418.23)

Manor Board Action

- Elevator Inspections - reported repairs completed and cleared by state.
- Building 4950 - Elevator room HVAC will be replaced. Bartlett has been awarded the work (\$8,500). Will be replaced May 4. This was anticipated as part of our capital reserve spending plan.
- Building 4850 - Water Damage Insurance Claims and Remediation Updates
- Insurance payments for building 4850 restoration payable to contractors = \$683,000
- Additional claims amount for fire sprinkler system repair work to be submitted.
- Expected Attic Fire Sprinkler System modifications or maintenance practices based on insurance company review.
- Insurance coverage concerns -We should anticipate a sizable increase in insurance rates. We will have to work with the insurance company to come up with measures to prevent water damage from happening in the next Arctic freeze. Lawrence is working on that and will present a proposal. While he works on that, we will shop companies to keep our insurance in line and as affordable as possible.
- Manor Building Cleaning - This was brought up by building 4905 (see April meeting minutes). D'Ari will speak to Dolores about the cleaning schedule and costs.
- Dryer Vent Cleaning - These have to be cleaned every 3 years. We are due for this. It is mandatory that all residents do this if they have not hired someone to clean it in the past

year. D'Ari will put out a survey to see how many homeowners need it and work to get bids from vendors. The cost will be split up among the homeowners.

Neighborhood Board Activity

- Street Lights Conversion to LED - Completed by Georgia Power. Three Ivy Ridge Dr lights to be addressed. Businesses did not want to give up those lights so the board will continue to work with all parties to get those lights up to date. Ivy Gate Circle will also get a new poll.
- Retaining Wall Survey / Work Schedule - Survey work done but the board has yet to get a copy of the report. Tommy will work with the company to get a copy of that report in order to plan next steps.
- Water Meter / MTU Replacement - several have been replaced. Jake Foss has volunteered to replace MTUs in the future which would save significantly. Training and processes will need to be worked out.
- Conservice Water Billing - The new account manager has been responsive and water bills seem to be more consistent. We will continue to keep an eye on them and Cobb County billing.
- Social Committee - The initial email calling for volunteers received 21 responses. A second email was put out seeking bios/confirmation. 5 responded to that. Donna, the current chair, wants to take on the Christmas and pool party but does not want to take on any other social committee responsibilities/events. It was suggested that all 5 people who took the time to respond could be named on the committee alongside Donna, should she choose to stay on. Social committee obligations were also discussed – E.g. the need to do more than just the two annual parties (holiday decorations, smaller social gatherings, etc). The neighborhood board will continue to discuss this and make a decision in the near future.
- Clubhouse Use - The board is still discussing this. Many of the issues may be resolved with the creation/formation of the social committee.
- EV Charging Stations (Georgia Power Make Ready Program) - Awaiting Terms and Conditions
- Property Manager Security
- Spring Flowers and Irrigation System Repairs
- Pressure Washing sidewalks and curbs throughout the community - determine scope of work and obtain bids.

Individual Building Projects

- Repairs at portico Building 4810, unit 101 - Work is ongoing
- Repairs at portico building 4850 , unit 102 - Work to be scheduled soon.
- Building 4850 - Trash Bin Repair. Custom Disposal is making another trash bin and will bring that in when it's ready.
- Building 4805 - Garage Gate Code Fixed!
- Building 4950 - Rodent Control Manor, Tree Trimming NHB has been completed
- Building 4950 - Ceiling Repair around fire sprinkler heads - Lawrence is continuing to work on this.

Larger Maintenance Project

- Trash Room Door Repair / Alignment - On going

Next Board Meeting May 23, 2023 Starting at 4:30PM - Clubhouse