**Olde Ivy at Vinings Townhome Association, Inc.**

Board Meeting

June 13th, 2023

Attendees:

Board Directors: Sydnee Jack, Susan Thayer, Beth Jones, Malique Payne

Access Property Management: D’Ari Butler, Property Manager

Resident: Ms. Jill Goldberg

**Ms. Jill Goldberg Hearing**

Ms. Jill Goldberg (4629 IGC) requested a hearing with the Board which was heard. She was then dismissed. The Board will discuss and act in Executive Session.

**General Session**

* The general session was called to order at 6:40 pm. A quorum was established.
* The May minutes were approved unanimously by the board.
* Sydnee made a motion that all minutes (General and Executive sessions) will be approved electronically moving forward. Susan seconded and the motion was passed.

**Treasurer’s Report**

Operating Cash Total: $104,172.81

Courtyard Roof repairs cost to date is $2,275. This cost was posted to the townhome repairs instead of the Courtyard repairs. This will be corrected by Access Management for the final report.

The Townhome Maintenance expenses have exceeded the budget by 35% through May. To date $22,272 has been spent. The average monthly expense is $4,454 ($53,454 annually). The annual budget is $35,000. If expenditures continue through the year at the current rate, the townhome repairs and maintenance account could be over budget by $18,453 (35% over budget).

Courtyard Maintenance and Repair expenses are $10,998 through May. The average monthly expenses

are $2,200 ($26,400 annually). The annual budget is $14,300. If expenses continue at the expense rate

through May, the courtyard maintenance and repairs could be overbudget by $15,402 (58% overbudget).

The Phase 1 Paint project quotes are overbudget by $80,000. This is before any change orders. This could

result in Phase 2 being delayed to 2025. More analysis will be completed once the Phase 1 work is

complete.

The landscaping in the townhomes area was evaluated by Sydnee Jack, Beth Jones, and Gibbs on 5/2/23

and again on 6/8/23. The Neighborhood Board’s president, Tommy Williams, also walked the area.

They identified dead plants and unpruned shrubs throughout. The immediate concern is that the

shrubbery has not been pruned away from windows, gutters and porches in the Phase 1 Paint project

area scheduled to start on 6/26/23. The painters will not be able to access many homes without this

getting done. Beth will continue to escalate this issue. Sydnee and Beth do not think that Gibbs has

been maintaining the property per their contract. The annual ground maintenance budget is

$100,940.16. A significant portion of Townhome HOA monthly fees ($170.00) is allocated to the Neighborhood HOA for landscaping. The board agreed that the Townhomes HOA is not happy with Gibbs Landscaping. It will be the Townhome Board’s recommendation that the Neighborhood Board consider other landscape contractors when Gibbs’ contract is up in September 2023. Susan and Beth will discuss with the Neighborhood Board at their monthly meeting on 6/20/23.

**Property Manager’s Report**

Huie Services - A project kickoff meeting with HUIE Services, Blueprint Painting, A’Ari, Sydnee and Beth is scheduled for 6/23/23.

ARC for Ramona Pickard (4667 IGC) window replacement request. It was determined that the replacement windows meet the required guidelines. Beth motioned to approve, Susan seconded, and all were in favor.

Resident Dhwal Mody (4712 IRD) requested a deck replacement. After reviewing the submitted photos the board determined that an on-site assessment is needed to determine the extent of the damage or wear and tear. In addition, the HUIE report will also be reviewed for any recommendations. A decision will be made once these assessments have been completed.

Marvin Moat (4725 IRD) ARC request has been completed and closed.

Michele Asher(4628 IGC) requests will need further assessment as the repairs fall outside of GAF’s responsibility, a report is still pending.

Jerry Maziar (2283 ICL) - Boxwood replacement will be completed this Friday.

Susan King’s (2280 ICL) courtyard irrigation will be assessed by Gibbs and a quote will be given to the resident as this is the resident’s financial responsibility.

Ramona Pinkard (4667 IGC) – Fallen gutter has been fixed.

Kathleen Cleary (2309 EIC) – shrub replacement request has been submitted and pending replacement.

Melissa McDonald (2300 EIC) requested pressure washing the side of the home and courtyard wall. As stated on Page 11 section 5 paragraph B of the governing documents this is the responsibility of the homeowner.

Kenneth D’Anastasio’s and Walt Underwood’s service request for power washing the outside wall of their courtyard area has been completed and paid for by the townhome association.

**Fire lane Report**

Susan reported that the petition to remove the red curbs throughout the community was signed by 73% of the homeowners. In order to stay in compliance with the fire code the community does not need both red curbs and fire lane signs. There is no approval needed from the Fire Department to remove the red curbs. The red curbs can be removed by pressure washing or hydro-blasting. The neighborhood board will be informed of the Townhome community’s desire to remove the red curbs. A communication will be sent out to the community informing them of the red curb removal, if/when any action is taken.

It was determined that 14 existing signs will need to be relocated as they are currently located in front of homes or incorrectly placed within the fire lanes. Also, three additional signs will be needed as well as one sign conversion to type B.

Based on a 2021 pricing projection (which includes 15% inflation) the project cost to remove the red curbs will be as follows:

* Relocation of 14 signs $1500.00
* 3 additional new signs $200.00
* Change 1 sign to Type B $ 40.00
* Hydro-blasting (Power washing) rate – we hope quotes will be no more than $2.00 per Linear foot.

There are estimated to be between 6,930 and 7,392 linear feet of red curbs.

Total projected cost for the red curb removal is $13,860 to $14,784.

A final estimate for the cost of the red curb removal will be acquired.

Beth motioned to approve the usage of signs only for the fire lane designation, Susan seconded, and all were in favor.

The General Session was adjourned at 8:05 pm