

**Ennisbrook Community**  
**HOA Board Meeting Open Session In Person Session at Smyrna Community Center 200 Village**  
**Green Circle SE Smyrna, GA 30080**

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**November 15, 2022**

**6:09pm-7:47pm**

**HOA Board Meeting**

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Attendees: President-Jamie Ralston, Vice President- Paul Allen, Treasure-Anne Francissen, Director At Large- Jennifer Lalk Thomas, Secretary- Shayla Snipes, and All In One Community Management (AIO) Representatives: Vincent Costa and Nick Desenberg. Residents were asked to provide pre-submitted questions. 8 residents were in-person at the location and were provided an ample amount of time to ask questions.

**MEETING AGENDA:**

- Call to Order & Establish Quorum
- Guest Speaker: Susan Wilkinson (Ward 5 Councilwoman, City of Smyrna)
- All-In-One Management Company Introduction
- Project Updates
- 2023 Budget Review
- Pre-Submitted Homeowner Questions & Topics

**Guest Speaker:**

Susan Wilkinson- Ward 5 Councilwomen, City of Smyrna  
UCB—Adding 100 more jobs to the current 400 with 100K salaries.  
Downtown Investment  
Brewery  
Parking deck  
Emerson Center  
Windy Hill Blvd  
One Street Smyrna Hill Senior Residential

**All-In-One Community Management**

Our Mission

All-In-One Community Management, Inc. provides local neighborhoods with the necessary tools to efficiently run their Homeowner's Associations.

Our goal is to provide consistent attention to detail in the day-to-day operations of your community. Cherokee, Cobb, Paulding, and Fulton County communities will appreciate our honest and dependable service

Specialized Departments:

- Accounts Payable
- Accounts Receivable
- Customer Service
- Architectural Modifications

- Amenity Reservations
- Pool Key
- Violations
- Collections
- Insurance

Q: Will the minutes and documents from Beacon be added to the AIO website?

A: Yes, we will add the minutes so residents can access them.

Q: Can anyone access the documents on the website?

A: Covenant and bylaws are open to the public. All other forms can be accessed through a portal that Nick will set up.

**Project Update:** Gate was hit by a large truck. Working with the insurance company to get the gate fixed. Nick has provided all information to insurance. Attempting to get insurance to approve the quote from Controlled Access. Unsure about how long it will take for the gates to be fixed.

Q: Do we have an increase presence of police since people can freely move in and out throughout the community.

A: Jennifer has reached out to an officers regarding an updated safety training. No date is confirmed as of yet.

A: Also can get police to ride through periodically.

Q: Can we have cameras to capture the tag number for coming in and out of the gate?

A: We have cameras added to the budget for next year.

**Leak Update:** A big leak was recently repaired. National Landcare will be fixing the landscaping which was damaged due to the leak. The work is well over \$9000 due to line having to be replaced.

**Parking:** A contract has been signed with EPS. They will be bringing signs and can be called for parking concerns. An attorney was consulted and confirmed that Ennisbrook can move forward with booting as long as proper notice is provided and signage is visible throughout the community.

Q: Can we sue Beacon for negligence such as allowing the insurance lapse?

A: Beacon has provided AIO all of the requested documents and has completed the transfer process.

## 2023 Budget Highlights

- **Water and Sewer Mains**
  - o New expense account created to fund maintenance and repairs that are the Association's responsibility.
  - o Additional legal fees budgeted to review City of Smyrna's and the Association's respective responsibilities.
- **Contracted Services: Average increase of 10% for 2023** (Management, Grounds Maintenance, Pool, & Gate)
- **Maintenance Reserve Contribution**
  - o 3.8% increase in annual contribution to \$46,712
  - o Represents 39% of the recommended annual contribution per the 2021 Capital Reserve Study (\$120,000 = 100%)

## Operating Budget Comparison:

| Description              | 2022 Budget | 2022 Projected | 2023 Budget |
|--------------------------|-------------|----------------|-------------|
| Assessments Billed       | \$ 148,750  | \$ 148,750     | \$ 157,500  |
| General & Administrative | \$ 38,174   | \$ 42,104      | \$ 43,039   |
| Grounds Maintenance      | \$ 26,411   | \$ 23,832      | \$ 24,311   |
| General Maintenance      | \$ 6,150    | \$ 15,126      | \$ 12,700   |
| Pool                     | \$ 10,065   | \$ 9,345       | \$ 10,638   |
| Tennis Court             | \$ 3,850    | \$ (500)       | \$ 500      |
| Utilities                | \$ 19,100   | \$ 19,600      | \$ 19,600   |
| Reserve Contribution     | \$ 45,000   | \$ 45,000      | \$ 46,712   |
| Total Operating Expenses | \$ 148,750  | \$ 154,507     | \$ 157,500  |

**2023 Maintenance Reserve Budget:**

|  | Budgeted Cost | Contribution | Balance           |
|--|---------------|--------------|-------------------|
| <b>Beginning Balance 12/31/2022 (est)</b>                                      |               |              | \$ 172,350        |
| <b>Proposed Projects for 2023:</b>   |               |              |                   |
| Security System Upgrades, including Directory & Access System                  | \$ 15,000     |              | \$ 157,350        |
| Phase 3 Fence Repairs  | \$ 5,000      |              | \$ 152,350        |
| Drainage - Complete project to remove silt & restore remaining concrete flumes | \$ 10,000     |              | \$ 142,350        |
| Tree and shrub trimming, removal, and replacement from all common areas        | \$ 30,000     |              | \$ 112,350        |
| Clubhouse Bathrooms repair/replace   | \$ 5,000      |              | \$ 107,350        |
| 2023 Contributions   |               | \$ 46,712    | \$ 154,062        |
| <b>Ending Balance 12/31/2023</b>   |               |              | <b>\$ 154,062</b> |

**2023 Assessment:**

The 2023 Budget requires \$50 increase (5.8%) in the annual homeowner assessment, for a total of \$900 per homeowner.

Assessments billed in 2 installments: o \$450 due in January  
o \$450 due in July

**Pre-Submitted Questions:**

- Did we determine who wrecked the exit gate, and will they be held accountable for paying all repair costs? **Yes**
- How often does the Architectural Committee meet, and when? **The architectural committee gets all requests in real time and can vote using emails or via the management portal.**
- Would it be possible to cut back some of the bushes in front of the Clubhouse, so that drivers approaching the exit gate from different directions can see each other? **We will discuss concerns and determine next steps.**
- Will we be repainting the sharp corners with “No Parking” this year? **There are no current plans to repaint corners.**
- Will HOA meeting notes from previous management company be transferred to AIO platform? **Yes**

- Discussion of limiting rentals in the community. Current cap on rentals? **There is no current cap on rentals. Rental Monitoring Solutions (RMS) completes audits and sends rental reports to Board and to the management company.**
- Who pays for the You've Been Boo'd and Elf'd gifts? **Those that participate in the events are responsible for their costs. No Ennisbrook funds are used.**
- Do we have new architectural standards? **Yes.**
  - If so, where can we see those? **Online. Use the management company's website for additional information.**
  - If not, why aren't the existing architectural standards being followed? In particular, there are fences (that were approved) that are a different style than existing fences.
- There is an item in our covenants that pertains to sight lines at intersections, and that has been violated several times with recent fence installations (that were approved), making for unsafe conditions. Why is this not being monitored? **Residents are required to send an architectural request to the Board. The board then vote based on information provided and/or request additional information.**
- What has happened with the newsletters that were promised this year? **Jennifer will resume sending out newsletters.**
- Can we get a way to ask questions throughout the month? Perhaps a special email address that could be shared as needed, e.g., [EnnisbrookHOAPresident@gmail.com](mailto:EnnisbrookHOAPresident@gmail.com).
- Did the previous management company follow through with cleaning up the gate entry system so that all homeowners that have moved are removed. **AIO will ensure that the gate system is up to date with information.**
- What's the status of initiatives proposed to address unauthorized street parking? Some residents are still parking vehicles in the street all night long on a repeat long-term basis. **The contract has been signed with the company. We are moving forward with the service.**
- Please discuss issues or concerns discovered during recent property inspections. Why are some homeowners allowed to store garbage containers at the front of their houses in plain view from the street? Why are tree limbs still hanging over certain streets in the community? Enforcement of protective covenants should be a top priority of All-in-One Management Company. **AIO will continue to monitor to ensure that residents are following the covenants.**
- Does management have any ideas or suggestions regarding how to limit the number of rental properties in Ennisbrook? What's the current percentage of properties in the community that are rentals? **Rental Monitoring Solutions (RMS) completes audits and sends rental reports to Board and to the management company. Currently below 10%.**
- Why are we suddenly having some many problems with the vehicle entry and exit gates? Is it cost effective to continue repairing an older gate system? **Gates require lots of maintenance in general. Vincent from AIO has lots of experience with gated communities so he will be the lead contact for concerns pertaining to the gate.**