

Ennisbrook Community HOA Board Meeting (Open Session)

July 27, 2022

6:38pm-8:03pm

HOA Board Meeting

Attendees: President-Jamie Ralston, Treasure-Anne Francissen, Director At Large- Jennifer Lalk Thomas, Secretary- Shayla Snipes, and Beacon Property Management Rep- Dennis White. Vice President-Paul Allen did not attend the meeting. Residents were provided with a zoom link to access the open board meeting. Residents were asked to provide pre-submitted questions. There were two pre-submitted questions.

MEETING AGENDA:

- Treasurers Update – Q2 Financial Report
- Common Area Repair Updates
- Water and Sewer Responsibility – Recap of 07/13 Meeting with the City of Smyrna
- Association Insurance Review
- Covenant Enforcement - Parking Violations & Guest Parking Management
- Social Events
- Pre-Submitted Homeowner Questions & Topics

Treasurer Financial Updates:

P6 YTD Balance Sheet

Balance Sheet For 6/30/2022

Balance Sheet For 6/30/2022		
ASSETS		
1001 - Pacific Western - Operating	\$57,867.56	
1010 - Pacific Western - Reserves	\$174,736.16	
1100 - Accounts Receivable	\$3,507.18	
Total ASSETS	Total Assets	\$236,110.90
LIABILITIES		
2000 - Accounts Payable	\$16.95	
2300 - Accrued Expenses	\$1,430.75	
2450 - Other Liabilities	\$90.00	
2625 - Prepaid Assessments	\$28,346.79	
Total LIABILITIES	Total Liabilities / Equity	\$29,884.49
RESERVES		
3100 - Reserve Maintenance Fund	\$170,366.16	
Total RESERVES	Total Reserves	\$170,366.16
EQUITY		
3000 - Retained Earnings	\$36,577.28	
3099 - Net Income (Loss)	(\$717.03)	
Total EQUITY	Total Equity	\$35,860.25
Total Liabilities / Equity		\$236,110.90

Statement of Revenues & Expenses

June 30, 2022 YTD

Operating Income	Assessments, Access Cards, Fines, Interest	\$78,252.43	\$74,375.00	\$3,877.43
Operating Expense	Administrative	\$17,160.88	\$18,177.06	\$1,1016.18
	Common Area	\$3,900	\$750	(\$3,150.00)
	Landscaping	\$13,328.25	\$13,205.52	(\$122.73)
	Amenities & Recreations	\$13,627.25	\$10,192.56	(\$3,434.69)
	Utilities	\$8,394.61	\$9,550.02	\$1,155.41
	Reserve	\$78,969.46	\$74,375.16	(\$4,594.30)

- Anne reviewed quarter 2 financial reports. She displayed information from Vantacia reflecting June 1st -29th.

Action steps- Dennis will upload the tax return for last year.

Dennis will check on excessive charge for phone.

Major 2022 Common Area Projects Completed, Approved or Awaiting Quotes

	Date of Board Approval	Date of Work Completion / Invoice	Total Project Cost
Perimeter Fence Repairs – Phase 1	Feb 2022	April 2022	~\$3900
Perimeter Fence Repairs – Phase 2	June 2022	TBD	\$3650
Tennis Court – Tree Removal / Pruning	Feb 2022	May 2022	~\$825
Tennis Court Resurfacing	Feb 2022	June 2022	~\$8910
Clubhouse Sprinkler System Repairs	April 2022	May 2022	~\$4370
Clubhouse Drywall, Painting & Pump Room Mold Removal	May 2022	TBD	~\$4000
Storm Drain Repairs	TBD	TBD	Awaiting Quotes
Tree Thinning and Removal	TBD	TBD	Reviewing Quotes



Water & Sewer Responsibility Project:

Brief Background

- Winter Capriola Zenner, LLC was asked to review Article V, Section 1 of the Declaration provides that the Association's maintenance responsibility specifically includes "utility lines and transmission devices (to the extent not dedicated to and/or maintained by the utility provider or a public agency)."
- Members of the Board as well as an Attorney from Winter Capriola Zenner called the City of Smyrna who confirmed that the City of Smyrna does not maintain any water pipes located within the boundaries of private property, including gated communities with private streets.
- In May, the City of Smyrna began but have not concluded installation of a Master Water Meter on Old Concord to record water loss in the Ennisbrook Community. This project is expected to continue with the City committing to provide as much advance notice as possible if water interruption is expected.
- To further understand the maintenance and repair responsibility for water pipes located underneath the private streets within Ennisbrook the board has taken several actions:
 - 1) Requested FIFO records from The City of Smyrna and Cobb County
 - 2) Contacted City Officials via Phone, Email and Certified Mail requesting a meeting
 - 3) Secured a no cost consultation from an Municipal Law Attorney in Cobb County
 - 4) Shared our concerns during the Citizen Input section of the June 10th City Council Meeting
 - 5) Conducted a meeting with the City of Smyrna and Board Members on July 13th

July 13th City of Smyrna Meeting

Meeting Objectives:

- Understand the City's responsibility to maintain and replace water and sewer mains that run under private streets en-route to an end user's meter.
- Understand how user fees paid to the City's Enterprise Fund are allocated to maintain capital infrastructure.
- Understand the City's original engineering approval and legal agreements with the developers of Ennisbrook.
- Understand how City services to residents of Ennisbrook have changed since the inception of the development.
- Discuss a path forward for more transparent dialogue between the City and Ennisbrook in order to understand current and future planned work that has an impact on our community.
- Review recent projects that were done related to Storm Water Drainage that Susan shared she supported Ennisbrook over the last several years.

Key Takeaways:

- The language and records available from the City of Smyrna, Cobb County, and the Developer are ambiguous and do not clearly define responsibility making this situation even more complex.
- The final plat for the Woodlands at Ennisbrook Phase 1 shows the removal of street dedications and all future plats do not explicitly state that utility lines are the responsibility of the Association. It does state meters are the responsibility of utility providers.
- While a water and sewer easement are referenced on the plats, the City is concerned that there are no standard right away dedications for them to maintain these lines as each homeowner's property line is in the middle of the street.
- The City referenced Article V, Section 1 of our covenants which states, the Association shall maintain "Utility lines and transmission devices (to the extend not dedicated to and/or maintained by the utility provider of public agency" and further explained that as a public entity they cannot utilize tax dollars to make repairs on private property.

HOA Insurance Review:

- Board expressed concerns regarding language used in Travelers Insurance policy.
- Agreed to continue to get quotes from other insurance companies.

Covenant Enforcement – Parking Violations

- Dennis provided overview of steps taken for repeated parking violators.
- Dennis explained booting services and guest passes.
- There is a need for guest parking (pool area, tennis court) due to enforcement of parking violations/towing/booting.
- Board voted to table booting service and guest passes topic until more information is obtained.

Community Events:

Kids Tennis Clinic – August 5, 2022 with Alex

Newsletter—Veterans and graduates included in newsletter.

Pre-Submitted Questions:

- ▪ What is the status of an old lease cap initiative? The number of rental properties in our community is steadily increasing. What can Ennisbrook Community do to control or limit the number of rental properties? Most rental properties contribute to a decrease in the quality of living standards and property values.

- ▪ How do new Homeowners and Renters receive important information when moving into their neighborhood including, the Ennisbrook Covenants & By Laws, how to request gate fobs/codes, and property management company information?

Executive Session started at 6:08pm and concluded at 6:30pm.

Open Board Meeting Session started at 6:38pm and adjourned at 8:03pm.