



# Agenda

## Tributary at New Manchester HOA

### Executive Meeting

6:00 PM-Monday May 13, 2024

Tributary Tennis Center, 1651 Riverside Parkway, Lithia Springs, Ga 30122

#### Board Members

President-Vicki Potter  
Vice President- Terrance Maze  
Treasurer-Chandra Winford  
Secretary-Jeanette Phillips  
Board Member 1- Fielder Roberts  
Board Member 2- Kamilah Henry  
Board Member 3- Mario Cooper

#### Call to Order (1 Min)

President-Vicki Potter

#### 1. Approval of Meeting Minutes (5 Min)

A. Minutes from March 14, 2024 HOA Executive Session

#### 2. Violations - Chair Mario Cooper, Vice Chair Jeanette Phillips (20 Min)

- A. Violation report from 4.1.24 to 4.31.24
  - a. Major concerns with how violations are being/or not being noted.
  - b. Recap ride with inspector (Call with Kelly Brader of Heritage outcome)
- B. Squatter-9154 Dover Street
- C. Committee meeting?
- D. Fining process-Clarify
- E. Other business

#### 3. Operations-Chair Vicki Potter, Vice Chair Mario Cooper (30 Min)

- A. 2024/2025 Major Reserve items anticipated
  - a. See Spread sheet
  - b. Ice machine
- B. Riverbanks Playground equipment-Virtual call with Christina Daigre & Keira Davis
  - a. Send out survey
- C. Re-registration plan
  - a. 576 received to date
  - b. Issue pool bands to registered residents only
- D. Committee Sign up
- E. Street tree pruning-Complete

- F. Park of Commerce East landscaping. CTS to commence when complete
- G. Irrigation repairs Commencing
- H. Aeration to commence mid - May
- I. Social Park arbor
- J. Pressure washing-VAC, RAC, TC, Social Park, Detention pond on Devonshire-End of the month
- K. Proposal for plantings along Ashton Old & Ancoats

#### 4. Treasurer Update-Chandra Winford/Fielder Roberts (30 Min)

- A. Financials thru end of March
  - a. Updated spread sheet from Power Point now that year end totals are complete
- B. AR report ending 4.31.24
- C. Disconnect list as of 4.31.24
- D. Audit of financials-Waiting on additional proposals
- E. Pay plan agreement-Coulter & Sierra

#### 5. Technology & Communication - Chair Fielder Roberts, Vice Terrance Maze (10 Min)

- A. Hotwire
  - a. Requested they paint the head end building and replace the stone piers. Verify colors
  - b. Update requested on redundancy to Riverbanks
- B. Integrated Data Tech proposal
- C. Other Business

#### 6. Townhomes-Chair Jeanette Phillips, Vice Chair Chandra Winford (5 Min)

- A. Quarterly meeting-5/29/24
- B. Painting
  - a. Mancunian Way West- Rear only, no decks, incl garage doors-\$9,364.50. Weather delays
  - b. Add trim painting on the front of the building. Increased to \$17,262.36-See photo
- C. Roof replacement all buildings needed now
  - a. Colony Roofing quotes vs Crestmark (old)
    - i. Ashton Old \$26,496.20 vs. 24,411.00
    - ii. Founders Way \$24,866.43 vs. \$21,471
    - iii. Mancunian Way East \$18,910.91 vs. \$16,471.00
    - iv. Mancunian Way West \$21,993.86 vs. 16,471.00
  - b. 3<sup>rd</sup> quote later this week. Public adjuster
- D. Trim repairs on pending sale-9972 Ashton Old Road
  - a. Proposal-\$3,487.02-Does not include deck or roofing
- E. Water leaks-9978 Ashton Old Road-Investigate leaking -Flashing? \$8,250
- F. Minor repairs and landscaping still on work order list
- G. Addresses on front of units-Review Extreme Images proposal-Waiting on final quote with plaque design
- H. Pressure wash-Ashton Old & Founder's Way May 9th
- I. Other business

#### 7. Architectural Control-Chair Kamilah Henry, Vice Chair Vicki Potter (5 Min)

- A. DR Horton has commenced construction in C-2A-Paying HOA vacant lot dues
  - a. 10 sales May & June
  - b. Verify house colors are correct on Stretford
- B. Resident reply
- C. Catching up on ARC requests
- D. Other Business

#### 8. Events - Chair Terrance Maze, Vice Chair Kamilah Henry (10 Min)

- A. Event Newsletters-Sent through Triblife monthly by DJ
  - a. Soccer camp-TBD
  - b. Latin Night-5.4.24-Canceled due to weather
  - c. Bike to school-5.17.24
  - d. Pool Party-6.15.24
  - e. Pools open-5.11.24
  - f. Tennis Camps
  - g. Riverbanks porch crawl-Feedback
- B. Other business

#### 9. Announcements/Presentations (5 Min)

- A. Architectural & Resident ledger Hearings-None
- B. Connect Douglas County transportation-Steve to follow up
- C. Board etiquette
- D. Other Business

#### 10. Future Meeting Dates (1 Min)

- A. Meeting Dates
  - a. May 9<sup>th</sup> Executive Work Session
  - b. June 13<sup>th</sup> Community Meeting-In person only-Send out RSVP
  - c. July 11<sup>th</sup> Executive Work Session
  - d. August 8<sup>th</sup> Executive Work Session
  - e. September 12<sup>th</sup> Community Meeting
  - f. October 10<sup>th</sup> Executive Work Session
  - g. November 14<sup>th</sup> Executive Work Session
  - h. December 12<sup>th</sup>-Annual meeting