



Legacy Park Community Association, Inc.

A Georgia Nonprofit Corporation

Board of Directors January Regular Meeting 7:00 p.m.

Tuesday, April 28, 2020

Nimesh Patel Called Meeting to Order at 7:00 p.m.

Present: Nimesh Patel, David Kirkland, David Veres, Lisa Campbell (*via Google Meeting*), Mike Sesan (*via Google Meeting*), and Lisa Neff

Approval of Minutes

- David Veres made a Motion to approve the following minutes as written: March 31, 2020 Regular Meeting and March 31, 2020 Executive Session. **Motion Unanimously Passes.**

Treasurer Report

- David Kirkland reviewed and made a motion to approve the attached Financial Update for March 2020. **Motion Unanimously Passes.**
- David Kirkland made a motion to approve the Replacement Fund expenses for March in the amount of \$1,600. **Motion Unanimously Passes.**
- David Kirkland made a motion to approve the Adjustment Report in the amount of \$27,236.25. **Motion Unanimously Passes.**

Property Management Update

- Lisa Neff presented the attached Property Management Report, Covenant Enforcement Report, and Activities and Sports Report.

Committee Meeting Minutes & Reports Attached

Open Forum

Old Business

- **Lake Fountain & Beaver Dam Update** – Lisa Neff provided attached update.
- **Trail Repair Update** – Lisa Neff provided the attached update.
- **Swimming Pool Projects Update** – Lisa Neff provide the attached update.
- **2020 Budgeted Landscape Enhancements** – Lisa Neff provided the attached update.

New Business

- **Confirm Actions Taken Outside of a Meeting** – The attached items were presented to the Board and voted on electronically via email.
- **Legacy Park Amenities, Activities and Clubhouse Events** – The Board reviewed the list of community events and private clubhouse events for May. David Kirkland made a motion to extend the closure of all Legacy Park amenities through April 30, 2020 and to lock the gate on the Tennis Courts and Baseball field. **Motion Unanimously Passes.**

Adjournment to Executive Session at 7:30 pm.

In Executive Session, the Board discussed personnel.

The meeting was adjourned at 7:45 pm.

FINANCIAL UPDATE

March 31, 2020

Chase Checking	\$179,838.04	
Chase Pending EFT's	\$0.00	
Chase Savings	\$64,097.40	
Paypal	\$152,806.10	
SunTrust Checking	\$95,048.16	
SunTrust Savings	\$154,097.98	
Wells Fargo Savings	\$249,895.02	
Wells Fargo Securities	\$140,000.00	*Operating CD Investment

Total Operating Accounts: \$1,035,782.70

Wells Fargo Securities	\$908,315.87	*
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Total Replacement Fund: \$908,315.87

Suntrust Swim Team	\$4,098.83
Suntrust Tennis Team	\$3,794.09
Suntrust Active Adults	\$3,606.98

Total Committee Accounts: \$11,499.90

Actual Cash on Hand 3/31/20 \$1,955,598.47

Total Assets: \$1,955,598.47

	03/01 - 03/31/20		Year-To-Date	
	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
Operating Income/Expense:				
Total Income	\$126,744.13	\$88,785.00	\$1,078,585.60	\$964,945.00
Total Operating Expenses	\$125,507.92	\$165,651.00	\$330,074.06	\$390,258.00
Net Operating Income/Loss	\$1,236.21	(\$76,866.00)	\$748,511.54	\$574,687.00
Replacement Fund Expenses:				
Replacement Fund Expenses	\$1,600.00	\$30,300.00	\$40,171.00	\$122,000.00
Total Capital Expenses	\$1,600.00	\$30,300.00	\$40,171.00	\$122,000.00
Overall Net Income/Loss	(\$363.79)	(\$107,166.00)	\$708,340.54	\$452,687.00

Approved to be transferred from Replacement Fund: **\$38,571.00** *

Remaining Replacement Fund Expenses to Approve: **(\$1,600.00)** *

Additional Expenses Approved for 2020:

Beaver Dam Removal	1/14/2020	\$13,000
Otter Management Program	1/14/2020	\$1,200
		\$14,200

Proof of Cash

Total Cash on Hand	12/31/2019	\$1,279,014.48	
Boy Scouts - Closed Account	12/31/2019	(\$9,284.49)	
Total Cash on Hand	1/1/2020	\$1,269,729.99	
Net Income (Loss)	3/31/2020	\$708,340.54	
Net Prepaid Assessments	3/31/2020	(\$25,366.30)	**
Net Clubhouse Security Deposits	3/31/2020	\$1,400.00	***
Net Difference Committee Accounts	3/31/2020	\$258.94	
HOA IRA Payable	3/31/2020	\$1,235.30	
Total Cash on Hand		\$1,955,598.47	*

Liabilities:

Prepaid Assessments	12/31/2019	\$43,760.71	
Prepaid Assessments	3/31/2020	(\$18,394.41)	
		\$25,366.30	**
Clubhouse Security Deposits	12/31/2019	\$1,400.00	
Clubhouse Security Deposits	3/31/2020	(\$2,800.00)	
		(\$1,400.00)	***

Assessment Delinquencies:	2020	2020 Current Portion	2019	2019 Current Portion
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Legacy Park

assessments	\$ 118,133.66	\$ 71,941.82	\$ 130,795.81	\$ 76,012.10
interest & late fees	\$ 33,912.07	\$ 10,665.20	\$ 48,334.31	\$ 10,178.47
attorneys fees	\$ 66,884.03	\$ (13,445.84)	\$ 80,082.35	\$ 21,255.40
violation fines	\$ 209,825.44	\$ (63,208.91)	\$ 223,395.00	\$ 119,782.00
admin.fees	\$ 203.39	\$ (206.61)	\$ 5,199.67	\$ 2,025.52
lease fees	\$ 2,137.00	\$ 1,537.00	\$ 2,240.00	\$ 2,240.00
sub-total	\$ 431,095.59	\$ 7,282.66	\$ 490,047.14	\$ 231,493.49

Northgate

assessments	\$ 24,700.07	\$ 14,224.73	\$ 32,732.76	\$ 20,405.83
interest & late fees	\$ 11,186.53	\$ 2,261.68	\$ 19,387.91	\$ 3,224.57
	\$ 35,886.60	\$ 16,486.41	\$ 52,120.67	\$ 23,630.40

Totals

assessments	\$ 142,833.73	\$ 86,166.55	\$ 163,528.57	\$ 96,417.93
interest & late fees	\$ 45,098.60	\$ 12,926.88	\$ 67,722.22	\$ 13,403.04
attorneys fees	\$ 66,884.03	\$ (13,445.84)	\$ 80,082.35	\$ 21,255.40
violation fines	\$ 209,825.44	\$ (63,208.91)	\$ 223,395.00	\$ 119,782.00
admin.fees	\$ 203.39	\$ (206.61)	\$ 5,199.67	\$ 2,025.52
lease fees	\$ 2,137.00	\$ 1,537.00	\$ 2,240.00	\$ 2,240.00

Total of both communities	\$ 466,982.19	\$ 23,769.07	\$ 542,167.81	\$ 255,123.89
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Assessment delinquencies as a percentage of budgeted income

11.43%	6.89%	16.79%	11.26%
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2020 Replacement Fund Expenses

MONTH BUDGETED	DATE CHECK ISSUED	DATE APPROVED BY BOARD	PROJECT	BUDGET	ACTUAL	VENDOR
Common Area						
February			Replace Lower Retaining Wall @ Lullwater Pool	\$12,500.00		
February			Camera/Access Control @ Winterthur Pool	\$6,000.00		
				\$18,500.00	\$0.00	
Fitness Center						
January			Fitness Equipment, if needed	\$4,000.00		
				\$4,000.00	\$0.00	
Lake						
February			Fountain Motor Replacement	\$8,000.00		
				\$8,000.00	\$0.00	
Playground/Parks						
			Re-stain equipment (\$16,000)			
April/May			Annandale Stain	\$2,000.00		
April/May			Highcroft Stain	\$1,800.00		
April/May			Kentmere Stain	\$3,000.00		
April/May			Lullwater 2 Stain	\$1,000.00		
April/May			Madison Stain	\$4,000.00		
April/May			Olmsted Stain	\$2,000.00		
April/May			Revere Stain	\$2,200.00		
			Replace Equipment (\$35,500)			
March			Gramercy	\$13,000.00		
March			Highcroft	\$5,500.00		
February			Tennis Court	\$17,000.00		
				\$51,500.00	\$0.00	
Pool						
January	02/20/20		Quiet Pool Resurface	\$15,000.00	\$7,400.00	Deposit-Sweetwater
February	02/20/20		Mushroom Resurface	\$4,200.00	\$2,050.00	Deposit-Sweetwater
February	01/02/20	03/31/20	Renovate Main Pool Pump Room	\$25,000.00	\$5,580.25	Deposit-Nautix
	02/11/20	03/31/20			\$16,740.75	Final - Nautix
March	02/11/20	3/31//20	Replace Waterline to Main Pool House	\$8,800.00	\$6,800.00	Partial-Trinity
	03/04/20				\$1,600.00	Final-Trinity
March			Replace Winterthur Equipment, if needed	\$3,000.00		
September			Quiet Pool Cover	\$4,000.00		
				\$60,000.00	\$40,171.00	
Tennis Courts						
April			Recoat Courts 4/5 & 8/9	\$18,000.00		
				\$18,000.00	\$0.00	
Total Replacement Fund Expenses				\$160,000.00	\$40,171.00	
			Approved 3/31/20		(\$38,571.00)	
			Left to Transfer		\$1,600.00	

Name	Initiation Fee or Prepaid	Assessment	Late Fee	Interest	Admin Fee	Attorney Fees	Contingent Fees	Violation Fines	Lease Fee	Abatement	Admin Abate Fee	Total
Legacy Park and Northgate												
January	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$14,715.00)	(\$519.20)	(\$500.00)	\$0.00	\$0.00	\$0.00	(\$15,734.20)
February	\$0.00	\$0.00	(\$199.50)	\$0.00	\$0.00	(\$123.93)	(\$4,042.94)	(\$517.50)	\$0.00	\$0.00	\$0.00	(\$4,883.87)
March	\$0.00	\$0.00	(\$1,312.00)	(\$37.71)	\$0.00	(\$70.89)	(\$1,557.58)	(\$3,640.00)	\$0.00	\$0.00	\$0.00	(\$6,618.19)
April												
May												
June												
July												
August												
September												
October												
November												
December												
01/01/19 - 12/31/19	\$0.00	\$0.00	(\$1,511.50)	(\$37.71)	\$0.00	(\$14,909.82)	(\$6,119.72)	(\$4,657.50)	\$0.00	\$0.00	\$0.00	(\$27,236.25)
						**	**					

Total Write-Off

(\$27,236.25)

** Excluding bankruptcy, attorneys fees are billed to homeowners accounts therefore are not true write-off

Property Management Report
Board Meeting April 28, 2020

HOA Office Business

- Jack Houseal has completed the 2019 audit and tax return. The tax returns have been filed and the draft audit will be provided to the board to review.
- The May 2020 newsletter will be electronic only. We will email a link to our website and post on the sign boards where it can be found. We plan to print 200 copies for the graduates to pick up.
- Some of the HOA staff has been working from home due to shelter in place orders. We do have the office covered 10-2 daily.

Capital Budgeted Projects

- **Swimming Pool Repairs** – Update provided in Old Business.
- **Tennis Court Resurface** – Three bids were collected, and Signature Tennis Courts will be resurfacing courts 8/9 beginning the week of May 4th.

Operating Budgeted Projects

- **Legacy Lake Fountain & Beaver Dam** – Update provided in Old Business
- **Replacement of Light Globes** – We have taken inventory on the globes that need to be replaced and the updated proposal exceeds the budgeted by \$2,000 (\$6,500 budgeted).
- **Trail Repair** – Update provided in Old Business.
- **Pool Houses** – Update provided in Old Business.
- **Swim Reel** – New reel for the lane rope at Lullwater has been ordered and should be delivered the week of April 27th. Budgeted \$3,000 / Cost \$1,614
- **Landscape** – Summer flowers have been planted. Enhancement project updated in Old Business.
- **Tennis Court** – Repair work on the retaining wall and benches is scheduled to begin the week of May 4th. Budgeted \$5,000
- **Spring Power wash** – this is underway and includes all monuments and buildings. Budgeted \$5,000

Planning Session: Tuesday, May 12, 2020 @ 6:30

Board Meeting: Tuesday, May 26, 2020 @ 7:00

2020 COVENANT ENFORCEMENT REPORT

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total
Carry Over Cases	309	322	363										
Appeals to Covenantant	9	6	3										18
Appeals to Board	7	1	1										9
Modifications	25	26	20										71
Mods - Violation based	6	9	5										20
Vehicle Issues	0	3	2										5
Landscaping Issues	1	6	5										12
Weeds	0	0	7										7
Maint./Mailbox	1	3	2										6
Paint	0	1	2										3
TC/Recycling	0	1	1										2
Miscellaneous	7	4	11										22
Leasing/Signage	6	33	34										73
Total Cases Opened	56	84	88										228
Total Cases Closed	43	43	12										98
Invoices Sent	5	13	0										18
Monies Collected	\$12,631.00	\$23,599.00	\$48,349.00										\$84,579.00
Properties Abated	1	0	0										
Monies Spent	\$143.67	\$0.00	\$0.00										\$143.67
Budgeted Expense	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$6,000.00
Leasing Admin Fee	\$2,151.00	\$2,400.00	\$2,812.00										\$7,363.00
Total Number Leases	179	179	179										179
Invoices for Admin Lea	5	11	0										16
Rental Properties	Annandale	Bellingrath	Carillon	Gramercy	Highcroft	Kentmere	Lullwater	Madison	Olmsted	Palisades	Revere	Winterthur	Total
Total Homes	160	26	25	104	254	141	484	121	121	91	71	147	1745
Rental Properties	20	0	0	6	49	2	81	2	11	2	5	1	179
% Rental Properties	12.50%	0.00%	0.00%	5.77%	19.29%	1.42%	16.74%	1.65%	9.09%	2.20%	7.04%	0.68%	10.26%

April Board Meeting Notes

Teen Trivia Night- April 24th

- This event is for the teens to come and hang out together in teams to win prizes in trivia.
- We have not spent any money for this event. I would need to get prizes for the winners.
- Thinking about rescheduling it to September or October.

Garage Sale - April 24th & 25th

- No money spent for this event. This is for the neighborhood residents. The only thing we have to do is get is a permit from the city of Kennesaw.
- We have another one in September!

May Events

Movie Night - May 1st has been moved to June 19th

- Movie night we have four of them throughout the year. We have about 50-100 people that come to the movie nights. The kids love them.

Country Fest - May 8th has been moved to June 5th

- Country fest is one of our summer concerts this year. We have about 100-300 people that come to this event. We have things for the kids to play with and parents listen to the band.

End of School Party - May 21st

- For ages 8-12 we have about 200 kids that come to this party. This pool party is on kids love to start the summer with! The kids come for pizza & just to hang out with there friends to start of the summer.
- Have not rescheduled this one yet. Waiting to see what it will look like for the end of May though all of this.

Memorial Day pool party - May 23rd

- For everyone. The pool is normally packed with people. We have at least 200 people there. We have prizes that we give out to residents only. We have a DJ, everyone loves coming out to the Memorial Day pool party to relax with friends.
- We have not spent any money yet for this event. I'm trying to decide if we aren't able to have it if we should reschedule or cancel this event.

June Events Coming Up

- June 5th : Country Fest
- June 12th: Movie Night at the Pool
- June 19th: Movie Night
- June 26th: Summer Concert 80's Night

July Events Coming Up

- July 4th: Spirit of America – Information of what we have spent on this event is attached!
- July 17th: Movie Night at the pool
- July 28th: End of Summer Pool Party 8-12 year olds

Sponsors

- Kennesaw Auto
- Charlies Angel Movers
- Day Co
- Legacy Orth.
- Eaton Chiropractic
- RBA Windows
- Farmers – Ridley
- CHOA

Sports

- Soccer & T-ball sign ups will start in the middle of July.

Lake Fountain & Beaver Dam Update

The dam work is complete. Critter Catchers will continue to check for beavers and otters.

Wiseman Waterworks returned the fountain to the lake on April 22 and it will stay on 24/7.

- **New Motor Budgeted:** \$8,000
- **Expected Cost:** \$11,000
- **Expect Over Budget:** \$3,000

We have budgeted a total of \$9,000 for maintenance in the lake this year. It will cover grass carp with that cost around \$1,500 for 60 fish. We will wait until we know the otter situation is under control before putting grass carp in the lake. The other option is placing a chemical in the lake to keep the grass weed under control. I am currently looking into other options for monitoring the lake and issues that arise.

Storm Damage & Trail Repair Update

A Request for Bid for trail repair, was sent to four companies and their proposals are due by April 30, 2020. With all the storms, one area of the trails continues to get washed out. Hopefully, we can begin repairs in the beginning of May.

Swimming Pool Projects Update

This year, funds were budgeted for the following pool repairs & supplies:

- **Main Pool Pump Room Renovation** – We have a new 2” waterline that feeds the building; all new plumbing for the main pool; four new filters with new sand; new electrical box and LED lighting; and a new digital automatic controller.
 - **Budgeted:** \$33,800
 - **Total Spent:** \$30,721
 - **Under Budget:** \$3,079
- **Quiet Pool** – The Quiet pool has new plaster and waterline tiles.
 - **Budgeted:** \$15,000
 - **Contract:** \$14,800
 - **Change Order:** \$2,800
 - **Expect Over Budget:** \$2,600
- **Mushroom** – The Mushroom has new plaster, waterline tiles and paint.
 - **Budgeted:** \$5,700
 - **Contract:** \$5,600
 - **Expect Under Budget:** \$100
- **New Garbage Cans** – Lullwater and Winterthur have new garbage cans.
 - **Budgeted:** \$3,000
 - **Total Spent:** \$2,500.24
 - **Under Budget:** \$499.76

In addition to these Replacement Fund items, we have painted the bathroom floors at the Lullwater and Winterthur pool, all plumbing and other minor repairs have been made and all phones have been activated and are working.

The one item we have not been able to complete is the control access at the Winterthur Pool gate. We have contracted with Comcast to provide internet access at the pool; however, they have not been able to secure a permit to dig to install new lines at that location. Given the state of emergency that we are under until May 13, addressing this issue isn't grave, as details relating to pools opening will be discussed in New Business.

**Confirm Actions Taken without a Meeting
(3.15 requires unanimous consent to pass)**

On April 13, 2020, Nimesh Patel made a motion that the Board move forward with hiring Carolyn Akers of Blue Lilly Landscape for landscape architect services and to approve an additional amount of \$300 in order to move forward with the services outlined in her proposal.

Motion Unanimously Passes.

2020 Landscape Enhancement Bids

We have budgeted \$34,000 for four enhancement projects this year. We have contracted with Carolyn Akers of Blue Lilly Landscape to design three areas. All information and suggestions from the Landscape Committee have been supplied to her. She was on the property on April 22 taking measurements and she should have first design to us by mid-May.

These details were provided to the Landscape Committee on April 15 so they will have a timeline to know when they will be able to review the design and make recommendations for changes. The contract provides for one change.

The area that we are not having designed is the circle entrance at the boulevard. I spoke with Hutcheson and they are going to make some modifications to the area, specifically removing the pampas grass that is closest to the street, relocating the boulder that was moved and continuing the day lilies along the back to cover some of the area of exposed brick by thinning out what is currently there.

Upcoming Legacy Park Events & Clubhouse Rentals

May Events

- **Movie Night – May 1st:** This event has been **rescheduled to June 12th**. We haven't spent any money yet for this event. (Budgeted \$300)
- **Country Fest – May 8th:** This is our first summer concert and has been **rescheduled to June 5th**. We have paid the deposits for the band and sound/lights, which is \$500 each. We have spent a total of \$1,000 for this event. (Budgeted \$1,600)
- **End of School Pool Party – May 21st:** This event is for 8-12-year-olds. **It will need to be canceled.** No money has been spent as of now. Money we will request for this event is \$400 for the DJ and \$200 for Nautix for lifeguards. (Budgeted \$500)
- **Memorial Day pool party - May 23rd:** This event is our annual Memorial Day pool party. **It will need to be canceled.** No money has been spent as of now. Money we will request for this event is \$500 for the DJ and \$300 for Nautix for lifeguards. (Budgeted \$1,000)
- **Clubhouse Rentals that have not canceled:**
 - May 2 – rescheduled from April
 - May 17 – scheduled February 18 – graduation party
 - May 23 – scheduled February 24 – graduation party
- **HOA Office** – will not open May 2

July 4th Information

Contracts for July 4th

- Band – 293
- Fireworks
- Funtastic
- Stage & Sound – Jay Wilcox
- Photos

Funds that have been spent

- Band: \$500
- Fireworks: \$7500
- Funtastic: \$7149.99
- Stage and Sound: \$1795

Things to book by June

- Bathrooms/ Dumpsters
- Tent/ Tables
- July 4th Table decorations
- Food/ Drinks/ Ice for Hospitality tent

Information from our contracts we have signed & paid for:

Funtastic

- o Okay with a makeup date being November 7th.
- o Says he has other events asking to do the same thing.
- o It is noted and we do not have to pay anything for a makeup date.
- o They are normally good at working with us if we need to go off a date which the band can be there.

Fireworks Contact – From Justin when he called me to talk about the event:

- o June 4th would be the best day to tell them if we are changing the firework date
- o Postponement fee waived if the date is changed 30 days or more in advance
- o If we postpone to Nov 7th and we make the call on June 4th and if the social distancing stuff changes after June 4th. We will not be able to go back to having the fireworks on July 4th.
- o If we are not able to have it Nov 7th due to the COVID-19 again or something else comes up the cancel fee will be between 20%-75% depending on the cancellation reason. If it is because of a social distancing, then it will be close to the 20% cancellation.
- o Justin said they will work with us if it must be cancelled due to the social distancing.
- o They have had a lot of events canceled for March, April, and May so far & they are worried about their HOA and events canceling.
- o We can change our postponement day if we need to, it does not have to be on the 7th. Just must let Justin know what date we want to move the fireworks to.

Band 293

- o The Band is good with doing a postponement date. However, they are booked Nov 7th.
- o Only openings they have are Nov 15th which is a Sunday, Nov 21st which the week before thanksgiving and we have pictures with Santa on that day.
- o They also have Oct 24th and 25th open for a different day to make up July 4th.

Stage and Sound

- o Will move funds over because we use the stage and sound for Nov 7th also.
- o They are normally good at working with us if we need to go off a date which the band can be there.