



Terraces at Depot Park Townhome Association, Inc
2797 Sardis Street
Kennesaw, GA 30144

MARCH 30, 2020

Member of Terraces at Depot Park Townhome Association, Inc

Dear Townhome Owner,

We are writing to introduce ourselves, Everett Robinson, Melissa Crosby and Neil Brunetz, as the elected Directors of the HOA transition team. We were elected by the owners of the HOA to operate as directors to effectuate the transition of the HOA from the developer to the Townhome owners. As the transition team, we plan to keep the HOA operational as the developer exits the HOA and organize a meeting to elect officers of the HOA in the summer. With that goal in mind we wanted to inform each of you of the changes that are coming into place as the HOA is transitioned to the owners.

One purpose of this letter is to update the owners of the status of the HOA and its responsibilities and identify important aspects of the covenants that apply to the development. This letter is to be INFORMATIVE, not ADVERSARIAL. With only 38 owners, we hope to have a tightknit community that works together to protect the development for every owner.

Another purpose of this letter is not to try and single out any owner or owners, but to identify covenants that are in place with respect to the development which benefit all owners. You can review the complete covenants and restrictions provided to you at closing. If anyone does not have a copy they are searchable online in the Cobb County Real Estate Records. For easy access, they being at Deed Book 15540 Page 1070.

The following topics are items the directors are currently handling or are important to the HOA.

HOA Dues

HOA dues are \$185.00 a month per townhome. Beginning with the 5/1/2020 HOA dues payment, please send checks to the HOA's new address **2797 Sardis St. Kennesaw, GA 30144**. The HOA is in the process of obtaining all payments made prior to this time from the developer along with an accounting of dues payments.

Landscaping

As the developer exits the HOA, the HOA will need to take over the landscaping of the development. In that regard, the directors are soliciting bids from the current landscaping vendor along with 2-3 other local landscaping companies in order to make a decision regarding the landscaping vendor. The contract will be a one year contract with the option to renew the contract. As the majority of the HOA expense will be related to landscaping, it is important to keep the grounds of the community looking good, but do so in a fiscally responsible manner. We expect to have a landscape vendor under contract prior to May 1, but the current vendor will keep maintaining the property until a new contract is entered into.

As part of the Covenants and restrictions, the HOA is responsible for cutting the grass, edging, weeding, pruning, treating the grass with chemicals and maintaining and replacing the mulch and pine straw. For a full description of the HOA responsibilities you can review Article VI Maintenance of the Covenants.

Bank Account

The HOA has set up a bank account with Chase bank, who has a local branch on 41 in front of Publix.

HOA Records

The Directors have requested the prior HOA records from the developer in an effort to understand any contracts and/or agreements that the HOA is responsible for at this time including leases related to the development. At this time, we are aware of a water bill, a power bill and landscaping services. We are awaiting the additional information to determine any other outstanding obligations or items owed to the HOA.

Leases

As you are aware only ten percent of the townhomes can be leased at any one time. A leased townhome is one that is not being used exclusively as a single family residence by the owner. In order to lease a townhome, the owner must request and receive approval from the HOA. All leases must be for a minimum of one year and on or before one week after the lease is executed the owner shall provide the name of the lease, the owner's current mailing address, and the expiration of the lease. The HOA has requested regarding approval of currently leased townhomes along with the additional information required in Article VIII Section 14 Leasing. If you are currently leasing your townhome, please provide this information to the HOA.

Architectural Control Committee

The development operates with an Architectural Control Committee (ACC). As part of our transitional duties, the directors are acting as the ACC until members of the ACC are appointed by the Board after the Board is elected. Any requests regarding installation, construction or alteration of any Structure on any lot requires approval from the ACC. If there are any requests that need to be made, please feel free to email the directors the request for the time being. The HOA has requested the developer to provide any ACC requests and denials or approvals that occurred during the developer's control of the HOA.

Parking

Parking should be limited to garages, driveways and designated parking spots. Parking on the road is not allowed pursuant to Article VIII Section 15 Traffic Regulations. It is the understanding of the HOA that the roads within the development will eventually be turned over to the city of Kennesaw as public streets.

Garbage

Article VIII Section 3 Debris provides restrictions related to garbage cans and debris in general. The Section requires that except on garbage days, all garbage cans shall be stored in such a manner as to remain invisible from the streets located on the property.

Common Area

Article VIII Section 2 Common Area provides that the common area shall be used by the Owners and their authorized invitees.

Recreational Equipment

Article VIII section 8 Provides that no recreational and playground equipment shall be placed or installed on the property.

We are sure there are a number of topics that may be of interest that we have not addressed in this letter. We are owners in the neighborhood and appreciate the opportunity to assist in the transition of the HOA to the owners. Our goal is to make sure the HOA transitions in the right direction under the leadership of the owners. Please feel free to reach out and let us know if there are any issues that need attention currently. Once we are past restrictions placed on gatherings as a result of COVID-19, we anticipate having an owners' gathering on the main lawn facing the park.

Everyone please stay safe and if we have not met already, we each look forward to meeting with each of you.

Warm regards,

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