

Olde Ivy at Vinings Neighborhood Association

May Monthly Board Meeting Agenda

May 17th, 2022, 7:00 – 8:45 PM

Meeting held via Zoom

Meeting Facilitator: Ken D'Anastasio

Attendees; Board Members Ken D'Anastasio, Rod Johnson, Joe Winland, Laura Dowling,

Jan McDavid, Access Management Group Property Manager D'Ari Butler

Financials and Business Review

1. Financial Statement Review -

- a. Review April Financials and variances.
 - i. Operating Cash - \$95,254.18
 - ii. Money Market (AAB) - \$365,087.29
 - iii. PPB Loan Bank Account - \$2,184.00
 - iv. Liabilities - \$232,095 Pacific Premier Loan Balance -Retaining Wall Project
- b. Cable Marketing Income
 - i. Cable Marketing – GL #370 – was reclassified from expense to income. What is the status of the second quarter payment?
- c. Grounds Maintenance
 - i. Grounds Contract GL #600 – Charge for the Gibbs landscaping contract has been corrected to GL #600.
- d. Pine Straw # 610 – Payment process needs to be corrected in order to ensure that we do not double account for the charge. #610 still is \$10,218 over budget due to double payment; needs to be corrected ASAP to maintain our favorable cash position.
- e. Utilities
 - i. Gas GL #420 – Over budget– YTD. Olde Ivy was on a month-to-month billing at \$1.59 per therm. We've signed a three-year contract at \$.63 cents per therm.
 - ii. Water/Sewer GL#410 – Nothing was booked to this account. Payment has been processed.
- f. Status of April final financials.
- g. Invoices still aren't being sent to Joe upon their arrival for immediate review.

2. Review Notes from April NHB Meeting

- a. Open Issues
 - i. Loan repayment postings to budget
 - ii. Insurance Billing – we've paid in advance, so no payment is due until October. We have multiple carriers for various type of insurance, so Kurt (our broker) is preparing a spreadsheet of all carriers, amounts, and dates due to assist in better budgeting.
 - iii. MTU replacements – Rod reported that we don't keep inventory, so equipment is sent only when we need it.

3. Neighborhood Association Committee Activities

- a. Social Committee
 - Pool party was held on 5/14. Approximately 75-85 residents attended. BBQ catered event with sides and soft drinks. Great reviews by residents (cost was \$1,000).
 - Welcome baskets to new residents have started being distributed by the Social Committee. In the future, there won't be a literal basket of items but rather a restaurant gift card, along with Olde Ivey governing documents. D'Ari/Access will provide new resident information to the social committee thru the property closing report that Access generates.
- b. Covenant Committee
 - There have been vehicles towed, and fines and notices issued this month about leash and pet waste. Followed up with Gibbs Landscaping regarding the emptying of the pet waste stations and keeping them filled with bags.
 - An additional pet waste station is on order to be installed by the tree form hollies by the repaired retaining wall (near pool entrance).
 - Reviewed and approved sample violation letter from the Townhome BOD.

4. Miscellaneous Follow-ups

- a. Spectrum will not bury WIFI cable. Need to look at other alternatives (possibly Gibbs) to protect the line.
- b. New "Club" Clubhouse Rental Agreement, Cleaning Checklist and Program scope has been distributed to all residents. Discussed resident reaction.

5. 2022 Retaining Wall Projects

- a. Tree removal
 - i. Arbor Force was the low bidder at \$16,800.00.
 - ii. Contract signed and the COI was provided.
 - iii. The proposal now reflects Olde Ivy at Vinings, not Gibbs
 - iv. G&M Engineering - Wall Monitoring Service - \$800 per month – the revised indemnity clause for the monitoring contract was completed and agreed to by G&M Engineering.
 - v. Notifications were sent to the residents about Phase I's start date and parking restrictions.
 - vi. Reviewed requests for landscape replacements from Manor's residents.

6. Clubhouse Repairs

- a. Fitness center walls were repaired and painted.
- b. Men's room door repair has been made.
- c. Clubhouse deck and teak patio furniture was pressure washed.
- d. Furniture needs to be treated with teak oil.

7. Fence Repairs

- a. Resident requested the repair of the wooden /decaying fence in the rear of lower Ivy gate circle backyards. Damaged also by X-resident – Contract was awarded to Able Construction. The replacement is scheduled for June 23rd at a cost of \$16,618.
- b.

8. Pending and Completed Work Orders

- a. Sidewalk repair 2280 Ivy Crest Lane -**approved email vote**. Contracts have been awarded. We ordered a sidewalk stamp that is necessary for the repair. We expect the work to begin within two weeks starting with AquaGuard, then Able for the sidewalk replacement
 - i. Able Construction - \$1,399.65
 - ii. Aqua Guard - \$2,471.16
- b. Gibbs Color – The spring color cost was \$7,800. All beds have been planted. We are watching specific beds due to summer heat. Sprinklers are temporarily scheduled to water 4X a week. Any plants that need to be replaced will be at Gibbs’ expense. \$7,500 Budget per planting
- c. Gibbs Irrigation repairs – irrigation repairs were completed last week. Total cost was approximately \$13K. We had to replace a broken valve and lateral line last Friday. **\$1,594.00**
- d. The pressure regulator for the irrigation system does need to be replaced It is 20 years old and not functioning properly. The pressure is at a constant 135 PSI. It should be regulated to between 85-95 PSI. This is contributing to valve repairs each year. **Cost \$3,600** – Vote held; Board approved.
- e. Water Heater Replacement Completed 3/10/22 at Clubhouse, Sun Dial Plumbing. Cost **\$2451.34.**
- f. Replace grass and shrubs at the Manor behind #4950 and install shrubs in the rear of #4955 and #4950 as well as grass installation at the Condos #4750. **Cost \$2061** – Vote held; Board approved.

9. Cintas – Fire Hydrant Repairs

- a. Board approved the Cintas quote to repair 3 fire hydrants in the community
- b. Cost will be **\$2,833.33** - Board approved by email.
- c. Work order signed and returned to Cintas.
- d. D’Ari to schedule and coordinate the repair schedule and the reinspection of the hydrants.

10. Pool Update

- a. Pool was inspected on 5/3 and approved by Cobb County
- b. Pool Opening was 5/7.
- c. Pool deck was pressure washed on 5/5.
- d. Pool is serviced twice a week, on Tuesdays and Fridays.

- e. New call box for 911 calls will be installed on 5/20.
- f. Several pool repair quotations are being prepared.
 - i. Repair elevated concrete slab, possibly caused by tree roots
 - ii. Grind down concrete lip on the upper concrete deck that could cause a trip hazard
 - iii. Repair and replace rotted and warped wooden deck boards on the pool deck, then re-stain the deck.
 - iv. Glass top tables need to be replaced; two blew over and shattered glass on the pool deck.
 - v. Skirt board on upper Clubhouse deck need to be replaced and painted
 - vi. Patio furniture quotations being gathered – may replace next year.
 - vii. Pool deck (concrete) needs to be repainted and cracks filled and sealed.
- g. New life rings and ropes are in place. Previous life-saving equipment was decaying. New pool supplies were approximately \$600.
- h. Replaced pool skimmer net that was no longer at the deck.

11. Gate Maintenance

- a. Maintenance contract was approved last year with All State ECA. **Silverleaf never enacted the contract.** Contract was signed 2 weeks ago for quarterly maintenance at \$485 per quarter.

12. Olde Ivy website/Access Portal

- a. Financials and minutes need to be re-instated on oldivy.org website – Status-Update
- b. Olde Ivy Web site: Items that need to be posted, and Ken asked D’Ari to champion:
 - Community Handbook 4.0 needs updating due to property manager change.
 - Clubhouse Usage Rules have been posted on website.
 - Status of financials and minutes that have not been posted
 - Continue to update both portals concurrently

13. Meeting adjourned at 8:45