

Neighborhood Association Board Minutes August 16th, 2022

Olde Ivy Neighborhood Board Virtual Meeting via Zoom

*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 June Financials and variances are in line with what was expected.
 - i. Operating Cash - \$79,0225.7 June was **-\$128,958.71** Cash disbursements \$116,000, including irrigation, pine straw, water and sewer. Fence repair came out of reserve account.
 - ii. Money Market - \$394,233.31
 - iii. PPB Loan Bank Account - \$2,184.00
 - iv. Liabilities - \$219,700.70 continue to decrease - Pacific Premier Loan Balance - Retaining Wall Project

2. Income Variances

Joe

- a. Water reimbursement GL #350 – Has been trued up YTD. We are now \$11,363.12 over collections budget, but always shows a slight variance, but year-over-year should balance at end of year.
- b. Cable marketing – GL #370. Monthly budget vs. quarterly collection is still affecting the MTD and YTD number.
- c. Special Assessment GL#305 – Collections YTD for 2022 have been paid. The variance YTD is misleading due to how the budget was set for the year. Variance will level out at year end.
- d. Meter fee reimbursement GL#360 – Collections are over budget YTD by \$11,363.12. Water meter reimbursement is below budget by (\$1,985.56) and there were no credits for the month of July. It appears that, for July, the water meter fee reimbursement was credited to “water reimbursement” instead of GL#360. D’Ari to review. Conservice should issue two ACH’s each month.

3. Expense Variances

- a. Grounds Maintenance GL#605 – MTD over budget (\$1,436.00) Board approved shrubs and grass replacements.
- b. Irrigation Repairs GL #630 – MTD (\$3,971.67) over budget. Several irrigation leaks were repaired by Gibbs this month, including valve replacements and a main line that was broken.
- c. Pine Straw GL #610 – Need to review YTD pine straw bills from Gibbs. July invoice reflects the quotation for the July application. This is the second application in 2022. Next application will happen in Jan. 2023. Cost has increased per application; we will need to increase the 2023 budget and book the expense as bi-annual, not monthly.

- d. Pool Repairs GL #660 – Variance for the MTD is (\$1,192.98). Repaired the broken concrete deck at the pool (\$1,399).
- e. Plumbing Repairs – GL#710 – Leak detection costs for English Ivy Court. Cost was \$4,800; variance for the month was \$5,067. Homeowner will pay for repair.
- f. Fire hydrants GL #760 – MTD Variance (\$3,914.18) YTD variance (\$5,747.49). \$2,975 was paid to Wolf Security for replacement of the control board for the Log Cabin gate and was charged to Beech Haven gates.
- g. Water/sewer GL#410 – over budget MTD by \$8,260.46. Water leaks for broken lines contributed to the variance for the month and YTD.
- h. A vote was taken on advising residents in the future about their costs for repairing water leaks. It passed unanimously.

4. New Projects

- a. Reviewed the new proposal from ArborForce for the tree maintenance project. The original quotation was \$25,800; new quotation is \$22,400. Work would begin on 9/5 and end on 9/10. Tree canopies, branches extending into streets, carving out around posts, etc. A vote was taken and this item passed unanimously.
- b. New water line leak at the Condos. Fix and Flow has located the leak and has quoted the resident. Additional quotations are being prepared. Spoke to the resident on 8/16; he is considering which vendor to use. He was given two weeks to have it repaired.
- c. In the future, residents will be given a quote and will be responsible for paying for diagnostics as well as water leaks from the meter to the home.
- d. Broken sprinkler lateral line between 4653 and 4655 Ivy Gate Circle will be repaired on 8/17 at a cost of \$475.
- e. Repair the Irrigation lines in the front of Ivy Crest Lane. Cost to repair is \$525.

5. Work Order Status

- a. Walking trail bridge #2 was stained this week, completing this project.
- b. Repair wooden deck at pool and apply one coat of stain for \$2,250.
- c. Gibbs color plants – dead plants were replaced by Gibbs under warranty.
- d. Fix and Flow was dispatched to clean the sewer line that was backing up the drains in the pool pump room and completed this project, however, further needed work was discovered and will be bid when necessary.
- e. Water line leaks were repaired at 2303 English Ivy Court and 2284 Ivy Crest Lane.
- f. Cherry tree and ferns to be replaced by Gibbs on 8/17 under warranty.
- g. Irrigation valve in front of 4850 Ivy Ridge Drive in the Manor will be replaced by Gibbs on 8/17 under warranty.

6. Annual Meeting/Budget meeting/Reserve Study Review -

- a. Review date and preparations for the Neighborhood annual meeting, may be in person at the clubhouse.
 - i. 2022 budget projections made, with inflation factors built in. Forecast is prepared; a review meeting will be held.
 - ii. Dates were established for meetings of community sub associations. How will the sub associations be notified?

- iii. Reserve study for entire neighborhood: We need to confirm a date to review Reserve study and key capital expenses for 2023 including:
 - 1. Pool furniture replacement, pool deck repairs - \$35,000
 - a. Patio furniture
 - b. Pool deck coating
 - c. Repairs to the wooden pool deck area
 - 2. Parking lot sealing that had been planned for 2022 - \$10,000
- b. Budget Planning issues to focus on for 2023.
 - i. New contract costs
 - ii. Timing of payments for monthly, quarterly and annual invoices such as:
 - 1. Insurance
 - 2. Cable marketing
 - 3. Seasonal flowers
 - 4. Pine straw
 - 5. Pool maintenance
 - 6. Gate maintenance
 - 7. HVAC maintenance
 - 8. Fire hydrants
 - 9. Pest control
 - 10. Property taxes
 - 11. Income tax
 - 12. Special assessment
 - 13. Loan repayment principal

7. Miscellaneous

- a. Need an answer regarding the WindStream bill for \$1,122.17 – D’Ari will address.
- b. Reviewed the status of parking restrictions and curb/signage for fire lanes. Condos and Manor are 100% compliant on fire lane issues. BOD committed in 2021 to review Townhome parking in late 2022. Townhomes became compliant in 2021 so, after review this quarter, no additional work is required or recommended at this time for signage or curb marking.
- c. (Another) Dog waste email to the community 8/15.
- d. 2023 pool contract. Advantage Pool contract is increasing by 20-30%. We do not have a confirmed proposal yet. Quotations from American Pool and Collins are higher by \$1,000 and \$3,000, respectively.
- e. The 2023 X-Pest contract will be 5% higher than this year – waiting on confirmation of Neighborhood contract cost.

8. Adjourned at 8:25 pm.