

## **Olde Ivy Neighborhood Board Meeting July 21, 2020**

In attendance:

- Sal Esposito, Laura Dowling, Buddy Perrin, John Holthaus, Joe Winland, Leslie Maddock for the Board
- Brittany Pinto-Williams for Silverleaf

Meeting was called to order at 7:00 PM and quorum was established.

The Board approved minutes of the previous meeting by email. The minutes were posted on the oldeivy.org website.

### **New Board Positions**

Effective at this meeting, Board positions have changed as follows: Joe Winland replaces John Holthaus as Manor representative to the NBOD and will serve as Treasurer. John has resigned because he is moving.

The Board thanked John for his leadership and all of his work for Olde Ivy.

### **Board Meetings**

Sal would like Board meetings to be conducted more efficiently if possible, with more emphasis on action-oriented issues.

### **Financials**

Our financials for June are in reasonable shape, favorable to plan.

The water reimbursement numbers are off. Sal, John and Joe will work with Brittany to reset the general ledger categories to better reflect use and reimbursements.

Categories will account for residential, commercial, clubhouse/pool, and sewer usage and recovery (where appropriate).

Brittany will also investigate how the cable marketing income is accounted for.

### **Residential Request Protocol**

Brittany will get Board approval before authorizing repairs, etc. requested by residents.

### **Infrastructure**

There is some concern about the integrity of retaining walls. John will install markers around sites where erosion has been identified. This will allow for evaluation of the rate of erosion/soil movement.

### **Fencing Projects**

John will meet with Brittany to go over the cedar fence and white fence repair projects. They will identify a scope of work.

### **Clubhouse Lights**

The clubhouse lights have been mostly repaired. The contractor still needs to replace several parts. Brittany will get estimates for the materials before the contractor orders them.

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All fire hydrants throughout the neighborhood have been inspected.

Water meter replacements are ongoing.

### **Landscaping**

John discussed landscaping updates.

### **Gibbs Work Flow**

Buddy met with Gibbs about the problems between Olde Ivy and Gibbs regarding work orders. He determined that our account manager was not checking his emails. This has been remedied. Brittany will now monitor work orders and identify any delays.

### **Beech Haven Plantings**

The Beech Haven ligustrum planting project is ordered and scheduled for fall. It will require a temporary irrigation installation for about a year to ensure that the plants get established. At the same time, some additional plantings are planned for the small dead end area on Ivygate Circle along Log Cabin/Beech Haven to provide a screen from the road traffic. Buddy followed up with Gibbs regarding a resident's concern about the recently pruned tree in this area. The tree is considered to be healthy but will be watched.

John noted that Olde Ivy ownership extends only to land about a foot beyond our fences. Cobb County owns and has right of way for the land out to the street.

### **Seasonal Flower Beds**

There was some discussion about reinstalling seasonal flowerbeds that had previously been planted. These beds are currently covered by pinestraw. Leslie, Sal and Joe will discuss whether it makes financial sense to install new beds in the interim before the fall plantings. Brittany has gotten quotes from Gibbs to do this work.

Sal, Leslie and some interested residents will meet with Gibbs to plan the fall seasonal flower plantings. Brittany will create a spreadsheet to track upcoming plantings.

### **Resident Issues**

Buddy will look at the muddy area behind townhomes along Ivygate Circle where shade tree growth has made it impossible for Bermuda grass to survive. Brittany has obtained a quote from Gibbs for a planting of lirope to absorb the water. Joe suggested that shade-tolerant grasses such as fescue may also be appropriate.

Buddy discusses the brown grass problems on the gas easement area with Gibbs. Gibbs has increased irrigation to the area and fertilized it. In addition, the workers will raise their movers in order to let the grass grow somewhat taller.

### **Irrigation**

Buddy will take on the irrigation system as a project. Irrigation expenses include expenditures for both water and repair. He will improve our understanding of ongoing/

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planned maintenance/repair issues and develop profiles and schedules for needed projects, along with a comprehensive watering schedule.

### **Fitness Center Reopening**

The fitness center will remain closed.

There is no affordable or realistic way to comply with the extensive cleaning/sanitizing/monitoring requirements in the executive order/CDC guidance. For example, we would have to employ staff to perform continuous cleaning/sanitizing and to monitor mask-wearing and social distancing.

### **Legal—Damage to Brick Pavers at Beech Haven Gate**

Brittany will call Marvin to follow up with the reimbursement request for approximately \$8,000 from the mini-warehouse contractor. There is real urgency now as the construction is nearing completion.

### **Silverleaf Midyear Review Meeting**

Board presidents met with Brittany and Lisa Turner of Silverleaf to review the past six months. In general, the sense is that that this has been a very positive experience. The group identified the following areas for improvement:

- Water billing
- Electrical bill
- Financials
- Silverleaf Portal—Silverleaf will work to make this more up-to-date and user friendly
- Increased accountability for project initiation and completion.

### **Tracking Spreadsheets**

The Board and Brittany will work together to develop tracking spreadsheets that will provide status of all ongoing projects/work orders, maintain project priority lists, and provide a complete history for future reference. The spreadsheets will cover:

- Landscape projects
- Infrastructure projects (nature trail, creek maintenance, retention ponds, lighting, etc.)

The Board can use these spreadsheets in conjunction with the Reserve Plan for budget planning.

### **Records Retention**

John proposed creation of a three-ring binder to hold records. This would provide a history of Board decisions as well as list of completed work/projects, vendors used and associated costs to assist new Board members. The Board will discuss this at the next meeting.

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### **Items for Follow Up**

During the next meeting, the Board will follow up on the following:

1. Water billing/reimbursement
2. Cable marketing income
3. Three-ring binder
4. Project priority lists (landscaping, infrastructure, resident reequests)
5. Spreadsheets for project tracking
6. Fall landscaping projects?

### **Board Votes**

The Board did not hold any votes this session.

### **Next Meeting**

The next meeting will be held on Tuesday, August 18 at 7:00 PM.