

I'On Assembly
Board of Trustees Meeting
Thursday, January 23, 2014
Executive Session 5:30 P.M.
Board Meeting 6:00 P.M.
Conference Room
159 Civitas Street, Second Floor
Mt. Pleasant, SC

AGENDA

- I. Call to Order
- II. Approval of Minutes
 - November 21, 2013 Board Meeting
 - December 10, 2013 Owner Meeting
 - December 14, 2013 Special Board Meeting
 - December 29, 2013 Annual Assembly Meeting
- III. I'On Trust Report
- IV. Landscape Report
- V. Infrastructure Report
 - I'On Club 10K race
- VI. Treasurer Report
- VII. Governance/Compliance (See attachments)
 - Establish a Covenants Committee
 - Establish a Board of Appeals
- VIII. IDC
 - Suggestions for IDC Process
 - Proposed IDC Fees
- IX. Amenities
 - Soccer Field Use
- X. Communications Report
- XI. Secretary Report
 - Records Retention Policy

Agenda
I'On Assembly Board of Trustees Meeting
January 23, 2014

XII. President's Report

- Conflict of Interest Policy
- Creek Club Litigation Update
- Management of Docks
- Expense Reimbursement Approval
- 228 Ponsbury-Parcel Acquisition
- Olde Park Request

XIII. Community Manager Report

XIV. Adjournment

**I'On Assembly Inc.
Board of Trustees Meeting
November 21, 2013**

Members Present

Deborah Bedell, Martha Morgan, Tony Woody, Martin Hansen and Frederik Winther

Members Absent

Jay Thompson and David Countryman

SCS

Mike Parades

Guests

Ed Clem, Stephen Wood, Pam Gabriel, Barbara Fry, Amy Sage, Len Hanson, Melinda Wrenn, Chad Besenfelder and Vince Graham.

Homeowner Forum

No comments.

Call to Order: 6:05 pm

Minutes of Prior Meetings

Motion to approve the October 24, 2013 minutes as amended by changing the Treasurer's report of old delinquencies from "\$40,000 to \$45,000" to "\$20,000". All in favor. Motion carried.

Motion to approve the November 9, 2013 Board Telephone Meeting. All in favor. Motion carried.

Motion to approve the November 15, 2013 Board Telephone Meeting. All in favor. Motion carried.

I'On Trust

Melinda Wrenn reported the Halloween turnout was great. The Giving Lights of I'On event is scheduled for Saturday, December 7th. Luminary kits are still available.

Infrastructure and Landscape

Tony Woody reported seasonal planting has been completed. Progress is being made with the Founder regarding turnover of parts of Phase 7, 9 and 10. The committee approved extension of sidewalk at boat ramp area, and minor maintenance and painting of the Scramble mailbox station, and checked on the status of brass street plaques. He also reported that Christmas lighting will be done in the trees at the Square in the next week or so.

Chad Besenfelder commented that the Founder is in position to contribute towards Christmas lighting in the Square.

Mr. Clem reported there are people driving golf carts on sidewalks. Tony noted that work has been approved and will be funded by available unspent budget funds.

I'On Board Meeting
November 21, 2013

Finance

Frederik reported year to date expenses are \$514,000 vs budget of \$548,000 resulting in a positive variance. There is still a little over a month to go but projections are actual expenses will be as budgeted. Reserve activity is on target but owners should be aware it will soon be time to spend money on anticipated projects.

Frederik noted after much work by many people, the Finance Committee finalized a proposed budget for 2014. After a couple of years with either a decrease or no change in the annual assessment, the time has come to increase the annual assessment to provide funding for the increasing responsibilities of the Assembly. The Committee determined that it is necessary to increase the annual assessment from \$850 per lot to \$1,000 per lot. To ease the impact of the increase, the Committee also proposes billing the annual assessment in two installments of \$500.00 each with the first installment due January 1, 2014 and the second installment due July 1, 2014.

Motion to approve the proposed budget for 2014 increasing the annual assessment to \$1,000.00 to be billed in two installments of \$500.00 each, with the first installment of \$500.00 due January 1, 2014 and the second installment of \$500.00 due July 1, 2014. Motion was seconded.

Discussion comments:

Bills will be mailed approximately 12/10/13 and include explanation for increase. It was agreed a copy of the budget with explanation of increase will be included in the Annual Meeting packet to be mailed soon. Frederik explained the 5 or 6 line items where costs have increased necessitating the need to increase the annual assessment.

With no further discussion, *vote was taken on the Motion. All in favor. The motion carried.*

IDC No report

Amenities No report.

Communications

Martha noted working on the Directory has been a challenge due to a wide variety of types of residency, and trying to get all owner email addresses. The Directories will be ready for distribution at the Annual Meeting December 10th

Mr. Graham commented that there are 271 municipalities in SC. If I'On were a municipality, it would be 141st on the list. Mr. Graham asked if anyone knew how many ADUs existed in I'On? He noted that many ADU's are in essence additional housing units and the Board may want to consider charging owners with ADU's an additional assessment.

Secretary No report.

**I'On Board Meeting
November 21, 2013**

Compliance

Martin noted it is sometimes difficult to distinguish between the IDC issues and Compliance issues, and there is a need to tie the two functions together. Efforts are being made by SCS to accomplish the connection via its software system. He noted the system is going to evolve into one where an ongoing IDC violation will become a Compliance violation with appropriate sanctions.

Deborah commented there needs to be a complete review of rules, regulations, and compliance procedures that take into consideration ongoing IDC violations and an appropriate due process system. Once the review is done and policies adopted, they need to be consistently enforced. She also suggested that the newsletter include a "Compliance" information piece in every issue.

Deborah cited another compliance issue that needs final action. The issue relates to an unauthorized chicken coop in an owner's backyard and chickens being kept in the coop. Specifically:

- The owner was cited for violation of the IDC requirement that any construction on a property's exterior must be submitted for approval of the IDC, and was also cited for keeping chickens.
- The owners were notified of their right to appeal.
- The owners were asked to submit their appeal in writing since they could not be present at the scheduled appeal date, but refused to do so.
- This issue has been open since last August.

Motion was made to deny the appeal for lack of prosecution. Motion was seconded.

Discussion followed. Tony asked what the original complaint was. Complaints were that there was a nuisance regarding rooster constantly crowing, and the owners were maintaining unapproved chicken coop in backyard, and keeping non-household animals in violation of the I'On Rules.

Tony noted that the rooster had been removed so there is no longer the constant crowing. He also noted that chickens are allowed by the Mt. Pleasant ordinances.

Extensive discussion ensued about whether chickens constitute household pets as used by the I'On Rules, whether the owners had been afforded appropriate opportunity to present their appeal, and whether IDC approval was required for structures such as chicken coops.

There being no further discussion, vote was taken. *For the motion 4, opposed to the motion 1. The Motion carried.*

SCS was directed to advise the owners their appeal has been denied.

President's Report

Deborah reported that the Founder has chosen to exercise his right to appoint a representative to the Board of Trustees. Therefore, Chad Besenfelder will start a two-year term on the Board January 1, 2014. Because the current owner members of the Board believe it is important that seven resident-elected members continue on the Board, the Board was proposing for vote at the Annual Meeting an amendment to the Bylaws creating an eighth seat to preserve the full roster of seven resident-elected members. The

I'On Board Meeting
November 21, 2013

expansion of the Board would terminate with the expiration of the Founder's right to appoint a Board member. This issue will be discussed by Mr. Graham later in the meeting.

Deborah reported that the Founder has indicated an intent to turn over control of the IDC to the Assembly except for conceptual and preliminary approval of new construction.

Tony made Motion that the Assembly accept partial responsibility for the IDC. The motion was seconded.

The motion was opened for discussion. Deborah commented that the Founder's letter was not clear on exactly what the Assembly would do. There is also a question as to whether the Assembly has been funding administrative costs of new construction review.

Tony commented new construction activity is taking a lot of our Administrative Assistant's time. Further, there is a need to track the Admin. Asst. and IDC Coordinator time and seek reimbursement from the I'On Company.

Frederik commented there has been a lot of discussion about taking over the IDC full time, which has created expectations. The Assembly has done what it committed to do when the Founder indicated he would turn over the IDC. The I'On Company has not done its part, one example being that IDC fees are being paid to the I'On Company, while the Assembly has borne the costs of providing a Neighborhood Design Coordinator and administrative services with no reimbursement.

Martin noted that at a prior meeting it was agreed to ask Chad Besenfelder to seek reimbursement from the I'On Company for costs being incurred by the Assembly for administrative support.

Tony moved to amend his original motion to include directing the President to send a letter to the I'On Company asking for reimbursement of administrative costs for IDC support of new construction. Amendment was seconded by Frederik.

Vince Graham, the Founder, commented that it is the desire of the I'On Company to turn over all control of the IDC but that the I'On Company wants to have input in conceptual approval of new construction on the approximately 24 lots it has left to build. He also said his letter did not address fees because he forgot to address them. He agreed all IDC fees should go to the Assembly.

Vote was taken on the proposed amendment to the original Motion. All in favor. Motion to amend carried.

Vote was taken on Motion to accept partial control, as amended. All in favor. Motion carried.

Deborah noted as reported earlier, the Founder has advised that he will exercise his right to appoint a representative to the Board effective January 1, 2014. At present there are five positions to be filled, three for 2-year terms and two to complete the one-year terms of current members resigning as of year end. Five candidates have stepped forward.

If the proposed Bylaw amendment is approved by the Board to be submitted to the membership and the membership approves, the plan would then be for the three candidates receiving the most votes to be elected to the two-year terms and the remaining candidates filling the one-year terms.

I'On Board Meeting
November 21, 2013

Motion was made to submit the proposed Bylaw amendment to the membership for approval. The motion was seconded. All in favor. Motion carried.

Founder Comments

Mr. Graham advised he sent a letter to Deborah today in response to her letter of November 8th, which will be attached to the minutes of this meeting.

Deborah asked about the section of the letter referring to Board shortcomings. Mr. Graham stated he feels he is entitled to notice of Board meetings and Board actions as provided in the Governing Documents. He said the specific requirements for notice have not been met. Mr. Graham stated it was important for the Founder to be notified and heard on anything that may impair the Founder's rights. As an example, the proposed amendment to the Bylaws adding an 8th seat should have been discussed beforehand with the Founder. He emphasized again that communication with the Founder is important to enable the Founder to protect his rights.

Deborah noted with Chad on the Board, notice to the Founder should be easier. She agreed the Founder has a legal right to appoint a representative but it is also important to recognize the potential for conflicts of interest and therefore it is important that the representative complete and sign the Conflict of Interest form.

Manager's Report

Mike Parades stated he is too new to have anything to report.

Other Guest Comments

Ed Clem of the Finance Committee presented information on proposed revisions to the Community Garden Rules to ensure that all prospective gardeners were current on their HOA financial obligations. He requested the Board review the proposed amendment to item #1 of the Rules. Discussion followed on the rights of renters.

Mr. Clem also suggested the need to seek verification of the Creek Club's insurance coverage as they are a vendor that the Assembly makes regular payments to and all vendors must submit a copy of their liability coverage to SCS as part of invoice payment procedures.

Deborah noted Ed's comments and said that the Board would take appropriate action.

There being no further business, the meeting adjourned at 8:10 pm

Respectfully submitted by

I'On Assembly Assembly Meeting Records December 10, 2013

Board Members Present: Deborah Bedell, Martha Morgan, Tony Woody, Martin Hansen, and Frederik Winter

Call to Order: 7:17PM

Deborah Bedell notified the present titleholders of a possible issue with the mailing date of the Annual Meeting packet. The packet did not go out within the time constraints of the By-Laws, but the Annual Meeting notification was posted in several digital forms that were distributed to members of the community well in advance of the meeting. She went on to explain that the Board is seeking legal counsel on this matter and the meeting would move forward under the assumption that their actions are valid. Proxies have been printed in the event that another meeting will have to be scheduled. Titleholders may fill out their proxies tonight and submit them for a possible subsequent meeting. Deborah Bedell announced that a quorum was present.

Approval of the Minutes

Motion was made to approve the December 11, 2012 Annual Meeting minutes as presented. The motion was seconded the motion. All in favor. Motion carried.

Motion was made to approve the July 25, 2013 Mid-Year Meeting minutes as presented. The motion was seconded the motion. Lydia Engelhardt of 48 Rialto Road would like her remarks concerning a golf cart rule to be struck from the record.

Motion changed to approve the Minutes as submitted without the inclusion of Lydia Englehardt's remarks. All in favor. Motion carried.

I'On Trust: Giving Lights of I'On Presentation

Melinda Wrenn the Trust president, thanked the community for the generous support of this year's Giving Lights event, benefiting East Cooper Community Outreach.. Melinda presented a check for \$14,400 to Jack Little, the Executive Director, and Alana Morell, the Director of Development, of ECCO who also expressed their gratitude to the I'On Trust and the community.

Proposed Amendment to the By-Laws

Deborah Bedell reviewed the proposed amendment to the By-Laws being voted on at the meeting. The proposal is to allow the titleholders of I'On to continue to elect a

total of seven members of the Board of Trustees. The Board recommends a vote FOR the amendment. Balloting was conducted after this announcement.

Candidate Presentations

Deborah Bedell explained that, assuming the amendment to the By-Laws passes, there are five available seats on the Board of Trustees for 2014 and five candidates. Two positions are one-year terms due to the resignation of two Board members. Martin Hansen will be moving out of I'On and David Countryman is resigning for personal reasons. . The two candidates with the lowest vote totals will serve these one-year terms. The candidates were chosen in random order and each candidate gave a brief presentation and answered questions from homeowners. Voting took place after the candidates' presentations.

I'On Trust Report

Melinda Wren presented the I'On Trust Report. She explained that it has been a great year for events in the neighborhood, many with record attendance. She thanked the neighbors and volunteers for their support and to the the 2013 board members for their service

The Trust is pleased to announce the new officers for 2014.

- Amy Sage – President
- Carol Degnan – Treasurer
- Vikki Davis – Secretary

Also joining the Board

- Jodie Cochran
- George Grantham
- Annie Henderson
- Tom Ihrke.

Developer Report

Vince Graham explained the decision to exercise the right of the Founder's Appointment. In the Governing Documents and in the By-Laws the Founder has a right to appoint one member to the Board of Trustees until all the Lots are sold or until February of 2018. For many years, the I'On Company has taken a backseat in regards to the leadership in the community but Chad has agreed to take on the two-year appointment. The neighborhood at 16 years old is still in its adolescence and the main purpose that the I'On Company has decided to appoint this member is to enhance communication between the Assembly and the Founder and therefore better serve each entity.

The I'On Company is proud of the architectural direction established in the neighborhood. At this time, approximately 4% of the Lots in the neighborhood have not been completed. The I'On Company feels obligated to remain, in some capacity, in the review process of the I'On Design Committee. The I'On Company will continue to review Conceptual and Preliminary submissions for the next two to eight months. All other reviews will be the responsibility of the IDC members appointed by the Assembly. All application fees will now go to the I'On Assembly to help cover the cost of the architectural review.

The construction that is currently taking place at the end of Jane Jacobs Street is not the beginnings of Phase 11. The lots are technically labeled 11-1 and 11-2 but they are entitlements that were given back to the I'On Company to build on to complete the 762 lots allowed through the original PD.. The Phase 11 that has been discussed for years has been left on the table until the current litigation is over.

The property turnover for Phases 7, 9, and 10 is complete and the deeds will be transferred over by January 1st. The I'On Company has completed the canal enhancements and plans to turn those amenities over by early 2014.

There is a plan for a Meeting House at the top of the Square. Vince Graham is a member of the Church of the Holy Cross on Sullivan's Island and has intended to build a church in that space. They have now gotten loan approval and hope to begin construction during the first part of 2014.

The Developer answered questions following his report.

Board Reports

Finance Committee—Frederik Winther

Frederik Winther briefly thanked his fellow Board members and the volunteers on the Finance Committee for all of their hard work.

Frederick touched on the large expense items in the 2013 budget, those items set to increase in 2014 and how this is reflected in the Board's decision to increase the Annual Assessment for next year.

Communications Committee—Martha Morgan

Martha Morgan introduced the new website with a PowerPoint presentation. She showed residents how to login and find the information they will need online.

Landscape and Infrastructure Committees—Tony Woody

Tony Woody briefly went over projects on the Landscape and Infrastructure Committees that were completed over the past year and what these committees plan to do in 2014. The Board has voted to accept the transfer of Phases 7,9 and 10

from the I'On Company conditioned on the completion of a few items by the I'On Company.

Compliance Committee—Martin Hansen

Martin Hansen went over the steps made in Compliance this year with I'On's new management team. SCS has automated software that they will start to fully utilize in 2014. This program will help with enforcement and consistency throughout the neighborhood in dealing with compliance related issues.

President's Report—Deborah Bedell

Deborah Bedell briefly updated the homeowners on the status of the Creek Club litigation set to go to trial in early January. She also touched on the IDC Turnover and the Assembly's newly appointed I'On Design Coordinator Pam Gabriel. She also noted our new SCS staff: Mike Parades (Community Manager) and Courtney Yannitelli (Administrative Assistant).

Civitas Award

Recipient—Ed Clem

Amy Sage, last year's recipient, presented the Civitas Award to Ed Clem. She recognized all of his hard work and contributions for the I'On Community for over a decade. He is a wonderful neighbor, civic servant and friend and I'On is honored to have him as part of the community.

Election Results

A quorum was achieved with 192 titleholders present in person or by proxy. The Amendment to the By-Laws passed and all Board nominees were elected.

Meeting Adjourned: 10:03PM

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF TRUSTEES,
December 14, 2013

Present in person: Deborah Bedell, Martha Morgan, Frederik Winther,
Tony Woody, Martin Hansen, and David Countryman

Present by telephone: Jay Thompson

The meeting was called to order at 11:01 am.

At a meeting of the Board of Trustees, a motion was made and seconded
to convene an annual meeting of the I'On Assembly on Sunday,
December 29th, at 5 pm at the Creek Club.

Following discussion of the motion, a vote was taken and the motion was
unanimously approved.

The meeting was adjourned at 11:18 am.

**I'On Assembly
Annual Meeting Minutes
December 29, 2013**

Members Present: Deborah Bedell, Martha Morgan, Frederik Winther, and Martin Hansen

Call to Order: 5:09PM

Deborah Bedell announced that a quorum was present.

Ms. Bedell gave a brief description of the Bylaw Amendment and reasoning of the Board to support a vote “for” the amendment. The floor was then opened up for questions and concerns.

John Bigler gave his interpretation of the Bylaws and his opinion that the Founder no longer has the right to appoint a member to the Board. Therefore, he believes there is no need to appoint an eighth member to the Board of Trustees.

Jack Hamilton expressed his concern with the Founder’s appointment and the upcoming litigation. He believes the Founder’s appointment should not be allowed to participate in the activities of the Board until after the litigation.

Ms. Bedell explained that the Board has sought legal counsel on this matter and that they believe they are making the right decision by amending the Bylaw and adding an eighth member to the Board at this time.

Voting for the Bylaw Amendment

She then thanked the current Board members for their hard work over the past year. She introduced the nominated board members and opened up the floor for questions.

Voting for the Board of Trustees

A motion was made by the board to approve the December 2012 Annual Meeting Minutes and was seconded.

A resident was concerned that on page three of the minutes there was a typo and that the year should have been written as 2014 for the impending trial. However, after further review from SCS staff the transcript is correct that a trial was set for February of 2013. No change is needed.

John Bigler objected that there was no quorum present at the 2012 Annual Meeting. However, the President of the Board reminded the community that the Board sought legal counsel on this matter and there was in fact a quorum.

With one vote opposed, the 2013 Annual Minutes were approved.

A motion was made by the board to approve the June 2013 Mid-Year Meeting Minutes and was seconded. All in favor. Motion passed.

Deborah Bedell announced that voting results would be provided to the community as soon as they were available, probably the next day.

Meeting Adjourned: 5:31PM

**I'On Trust Monthly Report
January HOA Board Meeting**

The Neighborhood Oyster Roast

Sunday, February 9th

3:00-5:30 PM at Westlake Amphitheater

- Open to all I'On neighbors and guests
- **Advance reservations/tickets required by Tuesday, February 4th**. Contact Margaret Summers her email is msummers@iontrust.org or call 843-881-7541. Checks (made payable to the I'On Trust) or cash may be dropped off in the Trust mailbox located at the top of the stairs on the Sowell Street entrance of Sweet Olive.
- Tickets are:
 - \$20 for adults
 - \$10 for ages 13-20
 - \$5 for ages 5-12

We will of course have local oysters (same as last year Coastal Caterers). As well as O'Brion's will provide hot dogs, chili, beverages including beer and wine. John Catlette will perform.

A couple of save the dates for upcoming events:

Celtic Music Concert scheduled for March 6

Bridge Run Concert is April 5

As always, for more information please visit the website, check out the newsletters and look for mailbox flyers.

Landscape Committee Report – January 2014

Krier Parking Area:

Background: The l'On Company installed parking areas in the Krier Lane loop for guest parking. The spots were designed for straight in parking, with each spot separated by 2 live oak trees.

Issue: In time the live oaks will increase in size so as to make parking difficult, if not impossible. Additionally, the live oaks were planted much closer together than would be advisable.

Objective: Identify a more practical, long term solution to improve ease of parking.

Status/Next Steps:

1. Develop a landscape architect design proposal with funds authorized by the 2013 Assembly Board.
2. Obtain Assembly Board conceptual approval to continue investigation of the proposed design to remove the live oak trees and change the parking orientation.
3. Review design with Krier Lane and Rialto Road neighbors for comment and revision.
4. Review design with Town for comment and approval.
5. Obtain contractor bids for work.
6. Obtain Assembly Board funding approval.

Perseverance Park Sycamore Trees:

Background: The 32 Sycamore trees planted in Perseverance Park are failing; two have died and several more (3 or 4) are experiencing a high degree of stress and die back. The Landscape Committee (LC) has received an arborist assessment that the trees were planted incorrectly with their wire baskets fully intact. Furthermore the arborist assessment is that the trees were planted too close together to allow proper growth.

Projected Next Steps:

1. The LC has formally requested the l'On Company fund wire basket removal on 26 of the Sycamore trees; projected cost is \$125 per tree for a total of \$3,250.
2. The LC will request Assembly Board approval for the following projected expenses:
 - a. Remove 6 dead/dying trees and grind the stumps at a cost of \$325 per tree - \$1,950.
 - b. Apply 6 soil treatments to amend the nutrients at \$300 per application - \$1,800.
 - c. Prune deadwood - \$1,000.
 - d. Install sod over areas where trees are removed and replace any damaged areas - \$1,000.

Eastlake Road and Sowell Street Tree Pruning:

Background: The Mount Pleasant Fire Department has requested the right-of-way live oak trees along Eastlake Road and Sowell Street be limbed up to allow passage of the fire trucks. Since the Town technically owns the right-of-way and as a result the live oak trees, Mike Parades, Amy Sage and Lawn-o-Green met with Town officials to discuss.

Status: Discussion to be led by Mike and Amy during January Board meeting.

Infrastructure Committee Report

Committee Members:
Tony Woody, John Powers, Mike Parades

January 23, 2013

Items to be Completed:

1. **On-street Parking** – The Infrastructure Committee met with the Town of Mount Pleasant (TOMP) to review the areas to receive painted on-street parking spaces, and the complaints / suggestions made by various neighbors over the last few months. The areas scheduled for installation of on-street parking spaces are Jane Jacobs Road, Duany Road and Robert Mills Circle. The Town has stated that the work will be accomplished as they have time and manpower, but there is no date certain. We will continue to monitor the situation. If there are any comments or concerns after the installation those can be forwarded to Mike and me for review. Still waiting on Town of Mt. Pleasant
2. **Handover of Amenities** – Plans are still in place for a handover of the amenities in phases 7, 9, and 10 from The I'On Company before July 31, 2013 when the I'On Company completes their repairs to the areas identified in the previous walk through. On June 18th we completed a second walk through for a portion of the area and noted some discrepancies. A follow up walk through was scheduled, but the I'On Company cancelled and to date it has not been rescheduled. I am concerned that the final turnover will be delayed. Additionally the I'On Company informed us that the turnover will not include the park on Robert Mills as it has not been constructed. No date for completion of the park or for its turnover has been provided. We will keep the Board informed of the progress. Board voted to accept deeds with conditions... I'On Company turnover Georgetown Park, and access to marsh trail between lots 7-7 and 7-8 within 12 months (October 24, 2014). As of 11-17-13 we are waiting on the I'On Company to finalize the deeds and letter agreeing to conditions stated above. Received deeds for everything except Georgetown Park and the marsh path access as noted above on January 14, 2014. The I'On Company has committed to completing the remaining two items before March 15th.
3. **Street Signs** – The Committee will inventory street signs, including the brass plates in the sidewalks (Montrose plate missing at intersection with N Shellmore), and recommend replacements. We have requested that the I'On Company provide the supplier so we can closely match the existing. Checked street signs and found one missing on Grace Lane, and reported it to TOMP. Found some brass street plaques in storage, but did not have missing plates. LOG found a provider and provided a cost to purchase of \$2,550. The Signage Budget does not have enough remaining funds for this activity. However, there is enough funding within the total Infrastructure budget items. Plates will be purchased and installed this year. The Committee looked into providers for the brass plates and found a less expensive supplier. We will purchase six plates to have them available when necessary. This item is complete.
4. **Mailbox Labels** – We will replace all the labels on the mailboxes (not the post houses) with the same style labels. Mailbox labels have been added to mailboxes with two exceptions, and they have been re-ordered. Missing labels have arrived and will be installed before the end of the year. A directory of mailbox locations has been completed and placed on file. Additional mailboxes (without new labels) were found and new labels ordered.
5. **Storm Drain Behind 119 Ionsborough** – investigate the reasons for the continued flooding. Flooding has been a consistent issue. Committee to investigate and recommend solution.

Infrastructure Committee Report

Committee Members:
Tony Woody, John Powers, Mike Parades

January 23, 2013

6. **33 East Lake** – Repair path beneath drainage outfalls. Determine if IDC approved drainage plan. We found no record of IDC approval. *IDC investigating approval.*
7. **Concrete Post** – Approved LOG to purchase 6 posts and replace the one broken post and asked LOG to remove and replace the chain with a larger diameter. *Post are being fabricated.*
8. **Hospitality Road Pond Diffuser** – Investigate and determine cause of problem.
9. **East Lake Boat House** – Requested proposal to Pressure wash entire facility and paint handrails. Deck will need replacement soon. Pressure wash completed. Hold on additional work until 2014 budget year. At that time perform spot painting and replace trim and decking as necessary. *This will be a project for 2014. Mike will work with LOG to establish a scope of work and proposal for the work.*
10. **Flag Pole** – The existing flag pole has severe rot, and will need to be repaired and or replaced. The Committee is considering several options with sensitivity towards the historic nature of the existing pole. We hope to have a recommendation and pricing for the repair and or replacement at the September Board meeting. LOG provided us several estimates for different types of flagpoles. The estimates range from \$2,200 to \$4,200. The Committee is not yet ready to make a recommendation. I received some information from Jack Hamilton and Vince Graham regarding the history of the flag pole. In short “the pole was installed, with the Ginko tree to the SW of 10 Resolute Lane as a community 9-11 memorial in Nov. 2001. There was a ceremony with music at the time of the installation.” We will put money in the budget for 2014 to replace the wooden pole and add a historical marker to commemorate the significance of the flag pole and Ginko tree. *This will be a project for 2014. The Committee will work to prepare a scope and budget and present such to the Board for approval prior to beginning.*
- 11.

Completed Items:

1. **Stormceptors** – The Committee met with the Town to review the existing Stormceptors and discuss cleaning. We have two (2) on Hopetown, and one (1) on Robert Mills Circle. The Stormceptors should be cleaned each year. *The Committee will determine a price for this activity and include it in each year's budget going forward.*
2. **Marsh Paths** – The Committee awarded the contract for repairs to the marsh paths to LOG. *The work will begin shortly.*
3. **Lights on Neighborhood Sign at Entrance** – SCE&G is working on their facilities on Mathis Ferry Road. That activity causes them to cut the power temporarily, which in turn stops the lights timer. *The solution is for LOG to check the timer each Friday.*
4. **West Lake Pump** – Repaired started motor.
5. **Notification Post** – The Committee awarded the contract for the installation of notification post adjacent to each post house, and mailbox station to LOG. The Committee and LOG are scheduled to review the location of each post on Friday, July 19th. Installation will begin shortly thereafter.
6. **Wooden Bollards behind 345 N Shellmore** – At the request of the home owner wooden bollards will be installed behind the home to prevent Square patrons from parking in the yard.

Infrastructure Committee Report

Committee Members:
Tony Woody, John Powers, Mike Parades

January 23, 2013

7. **Hospitality Pond Aerator** – not working. Investigate problem and repair. Committee authorized repair work for \$528.36. The cost will be charged against the Repairs / Maintenance (6840) budget.
8. **Canal Bulkhead and Dock Inspections** - The Committee awarded the contract for the inspection of the canal bulkheads and the community docks to ADC. That work is underway. Completed and the report received. The report found no deficiencies with the canal bulkheads, and did identify deficiencies with the community docks.
9. **Curb Radii** – There are a number of locations around the neighborhood where vehicles run off the pavement at the intersections with no curb. These areas are rutted and unsightly. The Committee will be inventorying these areas and requesting a proposal to install Belgian block to effectively increase the radius size and prevent the unsightly condition. We will bring the cost to the Board for approval. The Committee decided to repair the ruts on streets without curb by widening the radii with additional asphalt.
10. **East Lake Post Office** – Repair light and sensor. Repair bricks and frame. I did not see this as an issue. Add recycle bin to area. None of the other mailbox areas have recycle bins so I don't think we need to start that precedent. Light sensor replaced.
11. **Tetherball at Scramble** – Repair tetherball game and purchase a supply of balls. Replaced ball and have a supply available.
12. **West Lake Amphitheater Building** – Requested proposal to pressure wash and paint. *Pressure wash completed. The structure will not be painted at this time.*
13. **Ramble Fence** – Requested proposal to pressure wash fence. *Complete.*
14. **Perimeter Fence Along Mathis Ferry** – Inspect fence in areas that have been cleared and paint if necessary. *No paint at this time.*
15. **Parking Rules** – Ask Board to consider instituting a rule that identifies a maximum time period that a vehicle can be parked in the public right-of-way without being moved. *Passed comment to Compliance Committee*
16. **Handicap Signs at Holy Ascension** – The Church installed handicap parking signs at two on-street parking spaces. The Town reviewed the installation and determined that a handicap accessible route is not available from those spaces and thus the signs should be removed. *The Town stated that the signs are standard, were not approved to be installed in the public right-of-way, and that they will remove the signs.*
17. **West Lake Bridges** – Requested proposal to pressure wash and paint. *Finished pressure washing. Review for painting next year.*
18. **East Lake Path Between Bridges** – Path between bridges regularly washes out. Committee will request proposal to install concrete. This should be a minor cost. LOG replaced ribbon curb with stand-up curb to direct stormwater runoff to curb inlet, and repaired path behind new curb.
19. **West Lake Path at Boat Ramp** – The path at the boat ramp is steep and regularly washes out. Committee has requested a proposal to install concrete in this area. We will bring the cost to the Board for approval. LOG replaced eroded portion of gravel path with concrete. Adjacent neighbors complained about the termination point of the concrete path. The Committee agreed to extend the concrete path to the nearest property boundary on both sides of boat landing. LOG submitted a price of \$1,900 for the work, and it was approved. Construction should begin shortly. *Complete*
20. **Scramble Building** – Pressure wash building and replace light fixture. Pressure wash completed. Damaged and rotted wood to be replaced, mailboxes repaired, and entire building painted. *Complete.*

Infrastructure Committee Report

Committee Members:
Tony Woody, John Powers, Mike Parades

January 23, 2013

21. **Eastlake Road Speeding** – Investigate adding a speed limit sign or other to reduce speeding in the area. Moved sign from Shellmore to Eastlake. Complete.
22. **Fire Pit** – The fire pit was cracked with some brick missing, brick missing from surrounding wall, and the top would not fit on the pit such that it could be locked. LOG replaced the brick and fixed the top. The area was vandalized the next night, and LOG repaired the damage from the vandalism. Complete.
23. **Christmas Lights** – We are ordering additional lights to light the big oak in the square and the six trees in the raised bed along N Shellmore at the Square. Complete. Lights have been removed and stored for next Christmas.
24. **Flagpole Lighting** – check on up light. We received a report that it is not working. Replaced bulb. Complete.
25. **Street Lights** – Verify the number of lights and compare to monthly bill. Verified the monthly bill from SCE&G is for 123 street lights and are being charged in accordance with agreement with SCE&G. The street light map and directory have been updated and placed on file. Complete.
26. **Bollards at the Entrance of East Lake** – Investigate why bollards were removed, and consider replacing them. Someone remembers a runner hitting one while jogging at night. Waiting on proposal. Complete.
- 27.

Items on Hold:

1. **West Lake Stormwater** Outfall Structures – Town recommends that we remove the wooded dock from the top of each structure. During a very large storm event the top of structure is designed to accept runoff from the lakes to prevent flooding of the adjacent properties. The Committee is investigating the removal of the wooded docks, and will report its findings.
2. **Hydro Mixer** – The Committee met with The Greenery that was hired to manage the lakes. After reviewing the canals they believe the each will maintain itself without the use of the hydro mixer with one exception. The area on the northern canal nearest East Lake expands at the bend and the additional area appears stagnant. The one working hydro mixer will be moved to the stagnant area. There is no research that we know of so this is a trial and error process. We will keep the Board informed of the progress. There was an electrical issue that was repaired. We received a proposal for \$2,497.52 from the Greenery to move the one good diffuser to the bend in the northern canal. The work involves extending the current power source 350'. This project would reduce the algae that periodically collects in the area. We have received several complaints about this item from the residents immediately adjacent to the area. This expenditure of funds is not in the current budget. Presently there is no money in next year's budget for this work. On hold until funding is approved.
3. **Lakes** – Lakes were stocked with tilapia to aid in algae removal. The Committee requested that the fish population (brim and largemouth bass) be sampled in each lake. This is a no cost service provided by The Greenery. We will report the findings. We received the Fish Report and it found that our fish populations are good relative to the productivity of the lakes. The report did recommend setting up two automatic feeding stations per lake to improve the number and size of both the brim and largemouth bass

Infrastructure Committee Report

Committee Members:
Tony Woody, John Powers, Mike Parades

January 23, 2013

population. We will add an item to the 2014 budget for the feeding stations and the board can vote on the expenditure at the time of purchase.

4. **Neighborhood Crosswalks** - original plans for replacement to be done in phases with Phase I being the crosswalk in front of the Church at Sowell and N. Shelmore, Phase II being the Crosswalk at Sowell & Ponsbury and the Crosswalk at Sowell & East Lake, and Phase III being the Crosswalk at the neighborhood entrance. In addition, the Committee has been in discussion with the Square Association regarding sidewalk modifications and a pedestrian crosswalk at the Civitas and Shelmore intersections. No plans or cost are finalized. To date we have had casual discussions that the Square Association and the Assembly would share the cost. We received comments and support at the Mid Year meeting for a speed table at North Shellmore and Sowell and the crosswalk to North Shellmore and Civitas to aid in traffic calming for this section of North Shellmore. We will keep the Board informed of the progress. No change.
5. **Perseverance Park On-street Parking** – It was suggested that the Assembly consider adding on-street parking to Shellmore near the Park. Committee will request a proposal for the design.

I'On Club Rock n Run 10k Report

Committee Members:
Tony Woody, John Powers, Mike Parades

January 23, 2013

VOTE REQUIRED

The Infrastructure Committee (John Powers and I) met with Judy Comen of the I'On Club to discuss using the streets and marsh paths in I'On for a 10k run. The race will begin at 8:00 AM on April 26th at the I'On Club, traverse the streets and marsh paths within I'On and Olde Park and conclude back at the I'On Club at approximately 9:00 AM. All proceeds will go to benefit Generation Healthy Kids. We discussed the following items;

1. **Race Route** – See attached exhibit.
2. **Number of Participants** – Unknown as this is a first time event. The I'On Club is preparing for 200 participants, and is estimating approximately 130 participants.
3. **Road Closures** – A road closure plan will be developed by the Town of Mt. Pleasant Police Department. Mount Pleasant Police will be on site to supervise the road closures. Intersections will be maned by volunteers. The I'On Club is responsible for finding volunteers.
4. **Live Music** – The I'On Club will have a maximum of five live or recorded music locations along the race route to inspire the participants. The locations and type of music is still unknown.
5. **Alcohol** – No alcohol will be served.
6. **Restrooms** – The I'On Club will provide four portable restroom facilities. Two to be located at the I'On Club, and two to be located along the course route.
7. **Trash Clean up** – The I'On Club staff will be responsible for collecting all trash including cups from water stations and depositing such in the dumpster at the I'On Club.
8. **Vendors** – The event does not include food or retail vendors.
9. **Signage** – The I'On club will have two 4'x8' banners at the entrance to the I'On Club and would like to have two 4'x8' banners at the entrance to the neighborhood. Additional route signage may also be necessary to direct runners.
10. **Parking** – Parking for the event will be at the I'On Club, and O'Quinn School.
11. **Marsh Paths** – The marsh paths will be used as part of the race route. Volunteers will be posted along the path to direct participants. The I'On Club will have the right to paint exposed tree roots along the marsh paths to prevent tripping.
12. **Insurance** – The I'On Club will obtain race insurance and will name the Assembly as an additional insurer.

The Infrastructure Committee recommends approval for the I'On Company to use the marsh paths, and support the use of the public streets within the neighborhood for this one-time run with the following conditions;

- The Infrastructure Committee to approve music locations (once determined), and for I'On Club to notify neighbors in the immediate vicinity.
- The Infrastructure Committee to approve any portable restrooms to be located on Assembly property.
- Insurance certificate to be submitted to Assembly prior to race.
- Any damage to the tails or other Assembly property as determined by the Infrastructure Committee to be repaired by the I'On Club.

Finance Committee Report – January, 2014

Finances: December finances were ahead of budget on income and under budget for expenses (nets of \$6,746 over budget in income and \$4,839 under budget in expenses). However, the end-of-the-year financial statement indicated a deficit of \$9,026 when actuals were compared with budget. While this is not desirable, some of December's expenses were accrued and not paid until this month.

Transfer Fee Receipts: November receipts totaled \$6,019.65, and December receipts totaled \$3,223.50 for a 2013 total of \$99,213.15.

Delinquencies: The balance at the end of December on 39 delinquent accounts totaled \$67,170.11.

Equity Reserves: The balance for the end of the year was \$1,328,920.

TO: Board of Trustees

FROM: Stephen Wood and Bob Davis

SUBJECT: Covenants Committee and Board of Appeals Governance

DATE: January 23, 2014

The Assembly's corporate documents (Articles of Incorporation; Declaration of Covenants; Bylaws and Rules) require that the Board create a Covenants Committee and a Board of Appeals. Attached are various documents for your review and/or approval that will satisfy that requirement.

The first document is an authorizing resolution creating each of these bodies and naming the members for the coming year. It is recommended that the Board include an announcement in the upcoming newsletter seeking volunteers for these two committees.

Next are written charters for the Covenants Committee and the Board of Appeals. Written charters for Board committees represent best practices.

And finally, written procedures are included for both the Covenants Committee and the Board of Appeals. Written procedures such as these are important for creating and maintaining consistent and fair practices. Unfortunately, the Assembly's corporate documents are not in perfect agreement with one another. These new procedures resolve all disagreements in a manner that satisfies the most stringent of these variances and also resolve all inconsistencies, especially as to due process, in favor of the Titleholder.

We will discuss these documents and respond to your questions and suggestions at the meeting.

Thank you.

I'ON ASSEMBLY

COVENANTS COMMITTEE CHARTER

PURPOSE

The Board of Trustees (the "Board") of the I'On Assembly (the "Assembly") appoints the Covenants Committee (the "Committee") to assist the Board in fulfilling its responsibilities. The Board has delegated to the Committee the responsibility to be the initial hearing tribunal of the Assembly. This responsibility shall include, but not be limited to:

- (a) investigating alleged breaches of the Assembly's governing documents;
- (b) conducting hearings regarding such alleged breaches;
- (c) issuing rulings after such hearings; and
- (d) imposing sanctions or remedies, as set forth in the Declarations and the Bylaws.

The Board delegates to the Committee the authority necessary to fulfill its responsibilities. In addition, the Committee shall have the discretion and authority to delegate assignments to the Assembly's management company, as necessary, to fulfill the Committee's responsibilities.

STRUCTURE AND MEMBERSHIP OF THE COMMITTEE

The Committee shall be composed of not less than three nor more than seven members. The Board shall appoint members of the Committee, who shall serve at the pleasure of the Board and for such terms as the Board may determine. The Board Compliance Chair shall serve as the Committee's Chairperson. The Assembly's Property Manager shall also serve as a member of the Committee. A majority of the members of the Committee shall constitute a quorum for the transaction of business and the act of a majority of those present at any meeting at which a quorum is present shall be the act of the Committee. The Committee may meet in person or telephonically at scheduled times and places determined by the Committee Chairperson. The Committee may also act by unanimous written consent. The Committee shall keep minutes and other relevant records of all of its meetings. The Committee shall conform its meetings, investigations, hearings, rulings, sanctions and all other activities to the applicable requirements contained in the Assembly's Declarations and Bylaws. The Board may amend or repeal this charter at any time.

I'ON ASSEMBLY

BOARD OF APPEALS CHARTER

PURPOSE

The Board of Trustees (the "Board") of the I'On Assembly (the "Assembly") appoints the Board of Appeals to assist the Board in fulfilling its responsibilities. The Board has delegated to the Board of Appeals the responsibility to hear appeals from decisions of the Covenants Committee (the "Committee") and the I'On Design Committee (the "IDC"). This responsibility shall include, but not be limited to:

- (a) investigating alleged breaches of the Assembly's governing documents;
- (b) conducting hearings regarding such alleged breaches;
- (c) making rulings pursuant to such hearings; and
- (d) imposing sanctions, as set forth in the Declarations and the Bylaws.

The Board delegates to the Board of Appeals the authority necessary to fulfill its responsibilities.

STRUCTURE AND MEMBERSHIP OF THE COMMITTEE

The Board of Appeals shall be composed of not less than three nor more than five members. The Board shall appoint members of the Board of Appeals who shall serve at the pleasure of the Board and for such terms as the Board may determine. The President of the Board shall serve as the Board of Appeals Chairperson. The Board Compliance Chair and the IDC Board Liason shall also serve as members of the Board of Appeals. A majority of the members of the Board of Appeals shall constitute a quorum for the transaction of business and the act of a majority of those present at any meeting at which a quorum is present shall be the act of the Board of Appeals. The Board of Appeals may meet in person or telephonically at scheduled times and places determined by the Chairperson. The Board of Appeals may also act by unanimous written consent. The Board of Appeals shall keep minutes and other relevant records of all of its meetings. The Board of Appeals shall conform its meetings, investigations, hearings, rulings, sanctions and all other activities to the applicable requirements contained in the Assembly's Declarations and Bylaws. The Board may amend or repeal this charter at any time.

Covenants Committee Procedures

1. The Assembly's Manager shall notify the Titleholder of a potential violation and, if requested, shall discuss the alleged violation and possible remedy with the Titleholder.
2. After discussion, if there is no resolution, and if the Covenants Committee (the "Committee") determines that a violation has occurred, the Committee shall send a written Notice of Violation (the "First Notice") to the Titleholder and assess a fine of \$50. The First Notice shall specify the remedy required and a Cure Period which, in the discretion of the Committee, may range from 10 to 60 days.
3. If the violation continues for more than 10 days after the end of the Cure Period, the Committee shall send another written Notice of Violation (the "Second Notice") to the Titleholder and assess an additional fine of \$100.
4. If the violation continues for more than 10 days after delivery of the Second Notice, the Committee shall send another written Notice of Violation (the "Third Notice") to the Titleholder and assess an additional fine of \$250. The Third Notice shall also include a written warning that a lien may be placed on the Titleholder's property within 30 days of the fine becoming final and that other available sanctions may also be imposed.
5. As to the First, Second and Third Notices, the Titleholder shall have 10 days from delivery of each to request hearings before the Committee. Such requests shall be in writing and delivered to the Assembly's Manager, President or Secretary.
6. If no hearings are requested, each of the fines described in steps 2, 3 and 4 shall become final. If the violation is corrected within the Cure Period following the First Notice or the 10 day periods following the Second and Third Notices, the Committee may, in its discretion, suspend the fine.

7. As to the First, Second and Third Notices, if the Titleholder makes a timely written request for a hearing:
 - i. The hearing shall be held before the Committee as soon as reasonably practicable, but in no event more than 30 days following delivery of such request.
 - ii. Upon conclusion of the hearing, the Committee shall meet in executive session to review the matter and reach its decision.
 - iii. The Committee shall deliver its decision, in writing, to the Titleholder within 10 days following conclusion of the hearing.
 - iv. Within 10 days of delivery of the Committee's decision, the Titleholder may appeal in writing to the Board of Appeals by delivery of its request for appeal to the Assembly's Manager, President or Secretary.
8. For purposes of these procedures, the date of "delivery" shall be deemed to be the date an item is personally delivered to the recipient or sent to the recipient by United States mail, first class postage prepaid. In all instances where written documentation is required, email or other electronic documentation shall be an acceptable means of satisfying that requirement.

Board of Appeals Procedures

1. Consistent with the Declaration of Covenants, Conditions and Restrictions (the "Declaration"), the Bylaws of I'On Assembly (the "Bylaws") and these Procedures, the Board of Appeals shall hear appeals from decisions of: 1) the I'On Design Committee (the "IDC"); and 2) the Covenants Committee (the "Committee").
2. To exercise a right of appeal, a Titleholder shall have 10 days from delivery of a decision of the IDC or the Committee to request an appeal. Such a request shall be in writing and delivered to the Assembly's Manager, President or Secretary.
3. In reviewing a decision of either the IDC or the Committee, the Board of Appeals may accept written statements and solicit testimony, as it deems appropriate. It shall not be required to conduct a full re-hearing of the matter heard by the IDC or the Committee unless, in the discretion of the Board of Appeals, it so chooses.
4. Immediately upon the conclusion of the hearing, the Board of Appeals shall meet in executive session to review the matter and reach its decision. The Board of Appeals shall deliver its decision, in writing, to the Titleholder and President of the Board of Trustees within 10 days following conclusion of the hearing. The decision of the Board of Appeals shall be final and binding; provided, however, that the Board of Trustees of the Assembly may, in its sole discretion, review the Board of Appeals' decision on its own motion or upon the request of the Titleholder (provided that any such request is submitted within 10 days of the delivery of the Board of Appeals decision) and may, in its sole discretion, uphold or reverse the decision in whole or in part. Notwithstanding the foregoing, there shall be no automatic right of a Titleholder to an appeal to, or review of, the Board of Appeals' decision by the Board of Trustees.
5. For purposes of these procedures, the date of "delivery" shall be deemed to be the date an item is personally delivered to the recipient or sent to the recipient by United States mail, first class postage prepaid. In all instances where written documentation is required, email or other electronic documentation shall be an acceptable means of satisfying that requirement.

**I'ON ASSEMBLY
RESOLUTIONS OF THE BOARD OF TRUSTEES**

JANUARY 23, 2014

RESOLVED, that the Board of Trustees (the "Board") hereby appoints the following members of the Assembly to serve as members of the Covenants Committee and the Board of Appeals, as more specifically set forth below. These appointments shall be for a period of one (1) year, or until the successors of each of them properly designated:

Covenants Committee

- Compliance Chair (Chair)
- Property Manager
- (More names to follow)

Board of Appeals

- President, Board of Trustees (Chair)
- IDC Board Liason
- Compliance Chair
- (More names to follow. Fred White and Bill Settlemeier have already expressed an interest.)

Suggestions for IDC Process

1. Committee meets first and third Tuesday each month.
2. An 'alternative' IDC member is present when there could be a conflict of interest.
3. Construction **deposits** reinstated:
 - a. \$5000 for new construction*
 - b. \$750 for new garages, ADUs, additions, or out-buildings >625sq.ft **
 - c. \$350 ADU conversion or sheds <625sq.ft.***
4. Forms are updated to include email addresses and fee information.
 - a. New **fee** schedule:
 - i. \$1500 New Construction - Form B - Preliminary Review*
 - ii. \$500 – Changes to Existing Structures (garages, additions, etc.) – Form H <625 sq.ft.**
 - iii. \$350 Changes to Existing Structures (garages, additions, etc.) – Form H, >625 sq.ft***
 - iv. \$100 – Changes to Existing Structures (paint, fences, landscaping, etc.) – Form H
 - v. Changes to Approved fee will be included in New Construction
5. Following the meeting, large red-lined plans are sent out to be scanned. (Originals returned to homeowner)
6. Letters are sent to:
 - a. property owner, architect, builders, as applicable (currently only to homeowner)
 - b. IDC members via email
 - c. Previous correspondence is attached to all submittals to be reviewed
 - d. Reduced plans with pertinent letters are retained in both an on-line file and a paper file
 - e. Other procedures to facilitate IDC meetings and response time
7. IDC members alternate doing stake-out and final inspections.
8. An "Approved" sign is given to all who have completed the IDC process to be displayed on job site

Suggestions for Construction Work Hours

Mon.-Fri.	7:30am-6:00pm
Saturday	8:30am-4:00pm
Sunday	1:00pm-4:00pm

Interior work is permitted outside of these hours **ONLY** if all opening are Closed and no noise s audible outside the home.

No work is permitted on Federal Holidays.

I'ON DESIGN DEPOSITS AND FEES

	New Home Construction	Additions/ ADUs/Garages Improvements >650sq.ft.	Additions/ADUs/Garages Improvements <625sq.ft.	Minor Improvements (Fences, Painting, etc.)
Deposit	\$5000	\$750	\$350	None
Review Fee	\$1500	\$500	\$350	\$100
Review Process:				
• Conceptual	IDC			
• Preliminary	IDC			
• Final	IDC	IDC	IDC	IDC/NDC

IDC = I'On Design Committee

NDC = Neighborhood Design Coordinator

Communications Committee Report – January, 2014

Things are just beginning for the committee with the change in leadership. Fortunately, Julie Hussey is staying on as Newsletter Editor. I am in the process of speaking with the other members of last year's committee to see if they are willing to stick with us as well as recruiting others who are interested.

There are a number of website issues as people are having problems using it. I'm hopeful that Courtney and I can get this resolved shortly. I intend to put something in the newsletter about this again this month.

In addition, the Committee needs to work on a policy for e-mail blasts and structuring other procedures and policies to ensure consistent and efficient use of the website capacities.

We need to work on getting all resident's correct e-mail addresses by developing a process and a form to capture this information when closings are being done.

We also need to understand how many residents do not use e-mail or online information in order to ensure they receive I'On communications.

A Homeowner's Guide has been suggested as a useful tool for new residents. The Committee will begin to explore this concept.

I'm also interested in beginning a dialogue in the newsletter that posts ongoing and specific volunteer responsibilities in the neighborhood. I'm hopeful that if folks get accustomed to seeing this information, more will decide to get involved in some way.

Secretary Report
January 23, 2014

DOCUMENT RETENTION POLICY

VOTE required to approve.

See attached 6 page proposed policy.

DOCUMENT RETENTION POLICY

Administration of I'On Assembly records is a document-intensive process and subject to regulatory requirements for recordkeeping.

1. Where possible, records shall be stored electronically rather than in paper files. Backup copies of official records shall be stored on clearly labeled digital storage devices.¹ All records must be periodically reformatted if/when needed to remain readable with present day technology.
2. Governing documents and Board meeting minutes shall be retained permanently.
3. Annual Budgets and Year-End financial statements shall be retained permanently.
4. The Living in I'On Newsletter and any unique correspondence, including email blasts, from the I'On Assembly to all homeowners shall be retained permanently as part of the historical record.
5. Records being disposed of must be completely destroyed by shredding or other appropriate means to avoid compromise of any confidential records.²
6. Records shall not be destroyed if the I'On Assembly has notice of, or reasonably believes that it could be involved in, a lawsuit. Any disposal of records shall be put on hold until the litigation has been resolved. Advice of counsel should be sought in such cases.
7. Officers of the I'On Assembly are authorized to take all such actions on behalf of the I'On Assembly as in their judgment shall be necessary to fully carry out the intent of this policy. Officers may delegate these actions to agents or community managers as necessary.
8. If so designated by the Board president, certain confidential documents identified as attorney-client privileged must be stored in hard copy and made available only to individuals covered by such privilege at the time disclosure is requested, unless counsel advises otherwise.
9. At any time at which the Assembly retains a new property manager, the former property management company shall promptly turn over all records of the Assembly listed here.
10. All documents included in this policy are as follows:

¹ Not required by statute.

² Not required by statute.

I'On Assembly Document Retention List

	<i>Governing Documents</i>	Retention Period
Plats, deeds, easements	I'On Property Manager office; I'On on-site office	Permanent
Articles of Incorporation Covenants, Conditions, & Restrictions, Bylaws, Amendments, Rules & Regulations, Policies	I'On Property Manager office; I'On on-site office	Permanent
Board Meeting minutes; Annual Meeting minutes; any Committee minutes	I'On Property Manager office; I'On on-site office	Permanent
	<i>Financial Records³</i>	
Tax Returns (Fed & State)	I'On Property Manager office; I'On on-site office	Permanent
Budgets	I'On Property Manager office; I'On on-site office	Permanent
Year-End Financial Statements	I'On Property Manager office; I'On on-site office	Permanent
Records of Certificates of Deposit	I'On Property Manager office	7 years past the maturity date
General Ledgers, Journals, Charts of Account	I'On Property Manager office (3 yrs.); I'On on-site office (yrs. 4 to 7)	7 years
Bills of sale for any property	I'On Property Manager office; I'On on-site office	7 years
Bank Statements, Petty Cash Vouchers, POs	I'On Property Manager office	3 years
Accts Payable, Accts Receivables, Trial Balances, Billing Records	I'On Property Manager office	3 years
	<i>Legal Records⁴</i>	
IDC Permits (filed by address)	I'On Property Manager office; I'On on-site office	Permanent
IDC Plans & review letters	I'On Property Manager office; I'On on-site office	Permanent
Current Contracts	I'On Property Manager office; I'On on-site office	Current
Expired Contracts	I'On Property Manager office; I'On on-site office	7 years

³ S.C. Code Ann. § 33-31-1601(b) only requires "appropriate accounting records" – no time is specified.

⁴ No time specified – if these are not "accounting records" then not required by statute at all.

Current list of Owners inc. Address, Mailing address, Tel, E-mail, Purchase & Sale dates	I'On Property Manager office; I'On on-site office	As long as they own property
Account Statements of all property owners	I'On Property Manager office	7 years
Settlement Claims	I'On Property Manager office	7 years
Accident Reports	I'On Property Manager office; I'On on-site office	7 years
Insurance Records	I'On Property Manager office; I'On on-site office	7 years
Insurance Policies, Fidelity Bonds, Cert. of Insurance	I'On Property Manager office; I'On on-site office	7 years after expiration
HOA correspondence to individuals: violation letters, billing records, towing records etc.	I'On Property Manager office; I'On on-site office	3 years
Personnel Records	I'On Property Manager office	3 years
	<i>General Correspondence</i>	
Newsletters⁵	I'On on-site office on separate hard drive	Permanent
Specific letters to all owners (Decided by Bd Pres. and/or Mgr.)	On separate hard drive	3 years - permanent
Voting Records, ballots, including sign-in sheets, proxies, etc.⁶	I'On Property Manager office	1 year
Spreadsheets, Databases	I'On on-site office	Cycle of backups
Website and e-mail list(s)⁷	I'On on-site office	Cycle of backups

11. Requests to examine and/or copy the Governing Documents, the membership register, the books of account and the minutes of meetings of the Members, the Board of Trustees and committees must be made in writing on the Document Request form (*Exhibit A*), at least five days in advance and meet the following guidelines:

a. The request must be made in good faith and for a purpose reasonably related to the Member's Lot.

⁵ Statute requires only 3 years but one of the official means of correspondence by the Assembly.

⁶ Not required by statute

⁷ Not required by statute but one of the official means of correspondence by the Assembly.

- b. The request must describe with reasonable specifics the purpose and the records sought for are directly connected to that purpose.
- c. The request is to be submitted directly to the I'On Manager.
- d. Records requested in accordance with the provisions above shall be available, when possible, for inspection within a reasonable time of receipt of the written request, at the on-site I'On HOA Office.
- e. Hard copy documents may not be removed from the office. In the event a printed or scanned copy is requested the fee for service will be set at the market price per page and made payable to the *I'On Assembly*.
- f. Any document requested beyond those specified above require approval from the Board of Trustees.
- g. Certain information will not be made available, pursuant to Federal, State and/or local laws. This specifically includes any correspondence between the I'On Assembly's attorneys and the board (attorney-client privileged information) and information with security or privacy considerations.
- h. The I'On Assembly is not liable for the use or misuse of the information provided to a member under this policy.

This is to certify that the Board of Directors adopted this resolution effective _____, 2014 until such date as it may be modified, rescinded or revoked.

Exhibit A

I'ON COMMUNITY HOA

DOCUMENT REQUEST TO EXAMINE AND /OR COPY

REQUESTING OWNER

Owner: _____

Mailing Address: _____

Address in I'On (if different): _____

Home Phone: _____

Other Phone: _____

Email Address: _____

NATURE OF REQUEST

Specific Association records requested:

Purpose of the request:

Requested date for examination: _____

(I'On Property Manager will contact the owner to schedule a mutually convenient time for the owner to examine and copy the requested documents.)

Owner Acknowledgement

My request is for a proper purpose related to membership in the I'On Assembly and not for pecuniary gain or commercial solicitation.

I understand that the I'On Assembly may withhold from examination or copying Assembly records that are drafts and not yet incorporated into the I'On Assembly's books and records concerning specific matters.

I understand that the I'On Assembly may impose and collect a charge, reflecting reasonable costs of materials and labor, related to my request prior to providing copies of any Association books and records.

I hereby certify that the statements made on this form are true and complete to the best of my knowledge, information and belief.

Signature

Date

Printed Name

PRESIDENT'S REPORT

January 2014

CONFLICT OF INTEREST POLICY

All Board members are required to sign an annual Conflict of Interest Policy and disclose any potential conflicts of interest that may arise during the consideration of Assembly affairs. The policy requires that the Board vote to determine if any disclosed potential conflict presents an actual conflict on any given matter before the Board. Issues before the Board where a potential conflict may exist will be identified as the issues arise.

CREEK CLUB LITIGATION UPDATE

Trial in the Creek Club litigation began on Wednesday, January 15th. After two days of testimony, the judge declared a mistrial due to issues arising out of the realignment of the parties at trial.

Prior to the commencement of trial, the Assembly reached a partial settlement agreement with the plaintiffs and 148 Civitas LLC. Under this agreement, the Assembly will become the owner of Lot CV6, and will lease back the building to 148 Civitas for a number of years, subject to certain limitations on events and dock closures, as well as other terms. The settlement terms have been sealed by the judge until the trial is over.

Trial against the I'On Company/Graham interests as remaining defendants will be rescheduled in front of the same judge in the near future.

When the trial is over, the Board intends to hold a community meeting to explain the settlement terms and answer residents' questions.

MANAGEMENT OF DOCKS AND CV6

With the ownership of the docks coming to the Assembly, we need to be prepared to manage them. The Amenities chair will need to reconvene the Boating Committee to review rules and other issues for dock operation, and work with SCS to develop a method for registering and managing dock access (keys, stickers, etc.). The Infrastructure Committee may need to address some dock maintenance issues and work with the Boating Committee if any infrastructure modifications are needed to better manage dock access and parking lot maintenance. The Landscaping Committee will need to work out appropriate landscaping and maintenance requirements for CV6. The Treasurer will need to review dock operating costs, schedule quarterly billing of the I'On Club for its share of costs, and review appropriate insurance coverage from both the owner and tenant perspectives. The Treasurer will also need to

develop a method for checking Creek Club event scheduling and report to ensure that it remains within contracted limits. The Communications Chair will need to work with 148 Civitas to provide a vehicle for the Club tenant to post scheduled dock closings at least two weeks in advance, and with the Boating Committee to determine the most effective way to communicate any new Boating Policies.

EXPENSE REIMBURSEMENT APPROVAL

The bylaws require that the Board approve expense reimbursement to Board members. We have two requests: reimbursement to the President for costs associated with daily trial attendance and reimbursement to the Secretary for purchase of a book on parliamentary procedure to be owned by the Board for the benefit of future parliamentarians. The expense reimbursement forms, with receipts, are attached as Exhibits B and C.

*REQUIRES BOARD VOTE

228 PONSBURY ACQUISITION

Last year's Board approved the sale of a small strip of service alley behind 228 Ponsbury to enable the owner to have a contiguous parcel connecting to a small parcel he intends to acquire from the I'On Club. However, sale of any portion of the Commons must have the consent of 2/3 of Titleholders. The owner of 228 Ponsbury is requesting the Board's permission to use the Directory of residents' names to solicit their signatures on his petition to approve the sale. An email from the owner has been forwarded to the Board for its review in considering this request.

*REQUIRES A BOARD VOTE

**POSSIBLE CONFLICT OF INTEREST FOR I'ON COMPANY REPRESENTATIVE

OLDE PARK REQUEST

The developer of Olde Park entered into various agreements with the I'On Company that purport to give certain Olde Park residents certain access rights to the Creek Club docks. In connection with currently ongoing discussions between Olde Park and the I'On Company/I'On Club, Olde Park's attorney has contacted Tim Bouch to request that the Assembly agree to grant all Olde Park residents access to the docks for the same key fee charged to I'On residents. A copy of the email from the Olde Park attorney is attached to this report as Exhibit A. The Board needs to instruct its attorney how to respond.

*REQUIRES BOARD VOTE

**POSSIBLE CONFLICT OF INTEREST FOR I'ON COMPANY REPRESENTATIVE

EXHIBIT A

EMAIL FROM OLDE PARK ATTORNEY

From: "Chris Staubes" <Cstaubes@CLAWSONANDSTAUBES.COM>
To: "Tim Bouch" <tbouch@leathbouchlaw.com>
Cc: "Charlie Altman" <CAltman@altmancoker.com>, "Laura Greaver" <LGreaver@CLAWSONANDSTAUBES.COM>, "Lester Neilson" <lsndmd@gmail.com>, "Joe Rice" <jrice@motleyrice.com>
Subject: Re: Walbeck v. l'On, et al: Olde Park HOA

Tim,

What we are proposing is something we would suggest even if the 1998/1999 developer discussions never took place. What we are hoping to accomplish is a very simple agreement between the l'On Assembly and Olde Park saying the homeowners in Olde Park can pay \$50 annually to obtain a key to use the boat ramp and dock. The \$50 annual contribution per participating homeowner could be used by the Assembly to offset the ramp and dock maintenance costs.

Please ask your Board to give it some thought. If this is something your Board might consider, let me know and I will draw something up.

Chris

Chris B. Staubes
Licensed in SC & NC
SC Certified Circuit Court Mediator

126 Seven Farms Drive, Suite 200 | Charleston SC | 29492-8144
Phone: 843 577 2026 | Fax: 843 722 2867 | Mobile: 843 224 2413

EXHIBIT B

Request for Reimbursement for Deborah Bedell

NAME Deborah Bedell
ADDRESS 179 E Shipyard Rd., Mt. Pleasant 29464
TITLE Board President

DATE	VENDOR	AMOUNT	PURPOSE	RECEIPT	LINE ITEM
1/15/14	Parking	\$18.00	Parking during Trial Attendance	✓	
1/16/14	Parking	\$20.00	Parking during Trial Attendance	✓	
1/16/14	Breakfast	\$12.00	Testimony Preparation w/Atty	✓	
1/17/14	Park	\$3.00	Parking during Trial Attendance	✓	
LESS	Witness reimb.	-\$33.00	Fee from l'On Defendants Atty		

TOTAL \$20.00

SIGNATURE



DATE 18-Jan-14

BULL ST. GOURMET
120 KING ST.
CHARLESTON, SC
843-722-6464

Check 20005

CHRISTIANA

THU

1/16/14

8:16am

1 BULL STREET PLATE

8.00

OVER MED

0.00

FRUIT

ENG MUFFIN

0.00

DRY

0.00

+JAM

0.50

SAUCE ON SIDE

0.00

1 COFFEE

1.81

Sub/Ttl

10.31

Tax

1.08

Gratuity

0.61

Total

12.00

MasterCard

12.00

Thank you for dining with us!
Wireless Password: 120kingst

42

90 CUMBERLAND ST
Charleston County Parking
Parking Receipt

Register 72 Sequence 1692

Credit Card Purchase

Account XXXXXXXXXXXX7011

BEDELL/DEBORAH L

From 09:03 January 15, 2014

To 17:41 January 15, 2014

Elapsed time: day(s) ,

8 hour(s) , 38 minute(s)

For \$18.00

90 CUMBERLAND ST
Charleston County Parking
Parking Receipt

Register 57 Sequence 7163

Credit Card Purchase

Account XXXXXXXXXXXX7011

BEDELL/DEBORAH L

From 08:09 January 16, 2014

To 18:00 January 16, 2014

Elapsed time: day(s) ,

9 hour(s) , 51 minute(s)

For \$20.00

90 CUMBERLAND ST
Charleston County Parking
Parking Receipt

Register 57 Sequence 7313

Credit Card Purchase

Account XXXXXXXXXXXX7011

From 12:44 January 17, 2014

To 14:02 January 17, 2014

Elapsed time: day(s) ,

1 hour(s) , 18 minute(s)

For \$3.00

NAME Martha Morgan
ADDRESS 52 Rialto Road, Mount Pleasant SC 29464
TITLE Board Secretary and Governance

I'On Request for Reimbursement

DATE	VENDOR	AMOUNT	PURPOSE
1.7.14	Amazon books	\$14.82	Parliamentary Procedures for Governance

TOTAL	\$14.82
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SIGNATURE *Martha Morgan*

DATE January 20,2014

NOTES / SITE INFORMATION

1. ALL LOT AREAS SHALL BE 10% TO 15% IMPERVIOUS PER THE CITY OF SEATTLE.
2. ALL LOT AREAS SHALL BE 10% TO 15% IMPERVIOUS PER THE CITY OF SEATTLE.
3. ALL LOT AREAS SHALL BE 10% TO 15% IMPERVIOUS PER THE CITY OF SEATTLE.
4. ALL LOT AREAS SHALL BE 10% TO 15% IMPERVIOUS PER THE CITY OF SEATTLE.
5. ALL LOT AREAS SHALL BE 10% TO 15% IMPERVIOUS PER THE CITY OF SEATTLE.
6. ALL LOT AREAS SHALL BE 10% TO 15% IMPERVIOUS PER THE CITY OF SEATTLE.
7. ALL LOT AREAS SHALL BE 10% TO 15% IMPERVIOUS PER THE CITY OF SEATTLE.
8. ALL LOT AREAS SHALL BE 10% TO 15% IMPERVIOUS PER THE CITY OF SEATTLE.
9. ALL LOT AREAS SHALL BE 10% TO 15% IMPERVIOUS PER THE CITY OF SEATTLE.
10. ALL LOT AREAS SHALL BE 10% TO 15% IMPERVIOUS PER THE CITY OF SEATTLE.

1. LOT AREA SUMMARY

LOT	AREA (SQ. FT.)	AREA (SQ. YD.)	AREA (AC.)
1	10,000	229.57	0.23
2	10,000	229.57	0.23
3	10,000	229.57	0.23
4	10,000	229.57	0.23
5	10,000	229.57	0.23
6	10,000	229.57	0.23
7	10,000	229.57	0.23
8	10,000	229.57	0.23
9	10,000	229.57	0.23
10	10,000	229.57	0.23
TOTAL	100,000	2,295.7	2.3

2. LOT AREA SUMMARY

LOT	AREA (SQ. FT.)	AREA (SQ. YD.)	AREA (AC.)
1	10,000	229.57	0.23
2	10,000	229.57	0.23
3	10,000	229.57	0.23
4	10,000	229.57	0.23
5	10,000	229.57	0.23
6	10,000	229.57	0.23
7	10,000	229.57	0.23
8	10,000	229.57	0.23
9	10,000	229.57	0.23
10	10,000	229.57	0.23
TOTAL	100,000	2,295.7	2.3



3. LOT STATUS

LOT	STATUS	DATE
1	APPROVED	10/1/2010
2	APPROVED	10/1/2010
3	APPROVED	10/1/2010
4	APPROVED	10/1/2010
5	APPROVED	10/1/2010
6	APPROVED	10/1/2010
7	APPROVED	10/1/2010
8	APPROVED	10/1/2010
9	APPROVED	10/1/2010
10	APPROVED	10/1/2010



SeamonWhiteside
• ASSOCIATES

10000 1st Ave. S.W.
Burien, WA 98148
Phone: (206) 835-1111
Fax: (206) 835-1112
Email: info@seamonwhiteside.com



I'ON
PLANNED DEVELOPMENT
SKETCH PLAN REVISION

THE I'ON COMPANY
10000 1st Ave. S.W.
Burien, WA 98148



DESIGNED BY: SWA
CHECKED BY: SWA

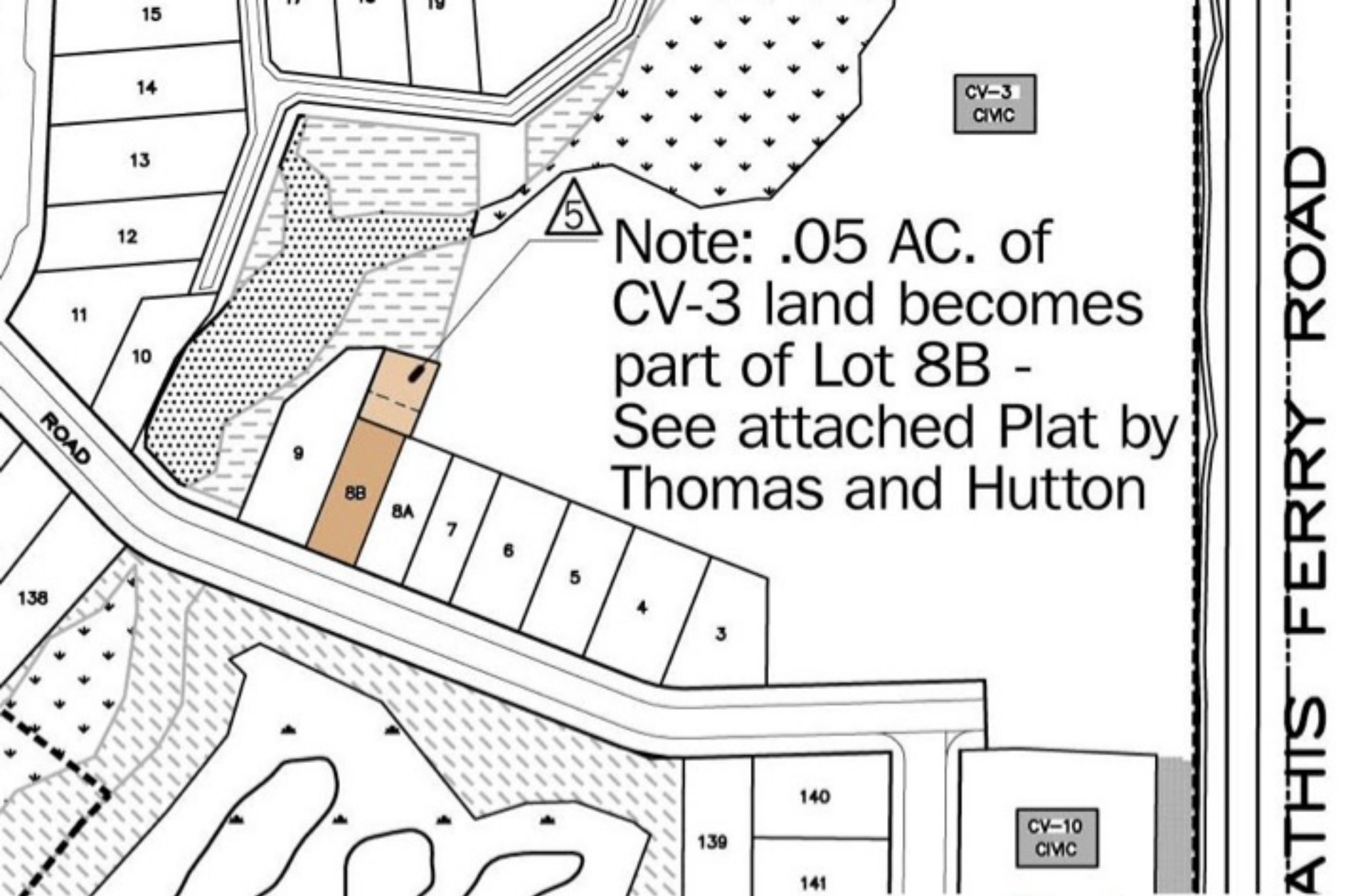
PROJECT: I'ON
DATE: 08 FEB 10

SKETCH PLAN REVISION

NO.	DATE	DESCRIPTION
1	08 FEB 10	SKETCH PLAN REVISION

sheet 1 of 2

Context of the Lot within I'On



Sketch Plan Revision – Detail



Preliminary Plat Detail

Bylaws of I'On Assembly, Inc.

ARTICLE I GENERAL PROVISIONS

§1-101 [Organization and Purpose]

I'On Assembly, Inc. (the "Assembly") is organized as a nonprofit corporation under South Carolina law for such purposes and with such powers as are set forth in its Articles of Incorporation. Such purposes include administration of the traditional neighborhood development located in Mount Pleasant, Charleston County, South Carolina, and known as I'On (the "Neighborhood") in accordance with the Declaration of Covenants, Conditions and Restrictions for I'On recorded by The I'On Company, LLC in the Public Records of Charleston County, South Carolina, as it may be amended (the "Declaration"). These Bylaws provide for the management and operation of the Assembly.

The Common Access area is currently owned by the I'On Assembly, Inc. which is the HOA for the community. For tax related issues, over which the Planning Commission has no purview, and have no bearing on this request, the Civic Space in I'On is owned by Geoffrey, Thomas and Vince Graham, not the I'On Company, LLC. Both pieces of land will be conveyed to Mr. Hill and the areas will be incorporated into his lot.

Current Property Owners





Aerial View of Lots & I'On Club

7. LOT AND ACREAGE DATA

ITEM	ACREAGE CHART					
	ORIGINAL SKETCH PLAN 1-1-2003	REVISED SKETCH PLAN 2-1-2003	REVISED SKETCH PLAN 3-1-2004	REVISED SKETCH PLAN 12-1-2004	REVISED SKETCH PLAN 8-2-2005	REVISED SKETCH PLAN 1-2-2006
RESIDENTIAL LOTS	121.80	121.71	121.82	121.27	121.88	121.88
COMMERCIAL LOTS	2.48	2.75	2.75	2.75	2.75	2.55
PUBLIC R.O.W.'S	42.09	39.36	39.44	39.44	39.37	39.37
POND AREAS	25.89	19.87	19.87	17.99	17.99	17.99
OPEN SPACE (PARK, PLAY, WILDERNESS)	43.27	40.40	43.15	43.27	43.27	43.27
COMMON ACCESS AREAS	0	6.40	6.57	6.57	6.57	6.57
CHURCH AREAS	13.23	13.36	13.42	13.42	13.36	13.36
TOTAL	242.92	243.92	243.92	243.92	243.92	243.92

NOTE: THE REVISED SKETCH PLAN (3-1-2004) TOTAL ACREAGE INCLUDES 1.0 ACRE OF PROPERTY THAT WAS CONVEYED TO THE FIRM DEVELOPMENT FROM THE REQUESTOR (STATE HIGH 5/03). THE 1.0 ACRE WOULD COLLECTIVELY ADD 3 RESIDENTIAL LOTS AND ADJACENT RIGHT-OF-WAY BRINGING THE TOTAL RESIDENTIAL LOT COUNT FROM 750 TO 753.

Concern: Would this action set a precedent allowing others to make the same request?

No. The other lots on this street back up to the I'On Club, making it impossible to accomplish the same goal as the applicant.

LE CLERCQ LAW FIRM



February 1, 2013

Via Email Only
Mr. Chuck Hill
228 Ponsbury Road
Mt. Pleasant, SC 29464

Re: Easement

Dear Chuck,

I understand that you are in the final stages of attempting to obtain permission to purchase the square of land directly behind your current residence. You must first obtain title to a certain part of the alley that separates your current property from the property that you wish to purchase. To be able to effectuate your plan, it is necessary that I, as the owner of the adjacent property, 224 Ponsbury Road, agree to the creation of a perpetual, non-revocable easement (the "Easement") granting the owner of my property access to my property by the back alley, across the part of the alley which would be conveyed to you.

As we have discussed, I am willing to agree to this Easement. I would of course, want to see the Easement in its final form, but I agree in concept to the Easement.

With kind regards, I am

Respectfully,

Ben Whaley Le Clercq

333 North Shelmore Suite 260
Mount Pleasant, SC 29464
Tel: (843) 722-3523
Fax: (843) 726-3197
Ben@leclercqlaw.com
www.leclercqlaw.com

I understand that you are in the final stages of attempting to obtain permission to purchase the square of land directly behind your current residence. You must first obtain title to a certain part of the alley that separates your current property from the property that you wish to purchase. To be able to effectuate your plan, it is necessary that I, as the owner of the adjacent property, 224 Ponsbury Road, agree to the creation of a perpetual, non-revocable easement (the "Easement") granting the owner of my property access to my property by the back alley, across the part of the alley which would be conveyed to you.

As we have discussed, I am willing to agree to this Easement. I would of course, want to see the Easement in its final form, but I agree in concept to the Easement.

In Summary This Change:

Does not affect lot count or project density

Does not impede access to anyone's property

Does not affect the street view or character

Letter of Support from Neighbor



Manager's Report January 2014

Crime Prevention

Earlier this month, an owner on Sowell called to report his vehicle had been broken into and his wallet containing cash and credit cards were stolen. He also stated his utility shed was broken into and various items were stolen. He stated he had filed a police report.

On January 7th, I met with Pfc Bryce Gregory, Crime Prevention Officer for the Town of Mt. Pleasant to discuss the need for increased police patrols in the community. We also discussed the following issues:

1. Owners/residents should be encouraged to report anything suspicious. The number to call is (843) 743-7200, which is the non-emergency number that rings to consolidated dispatch. Response time to these calls as a general rule is 4-5 minutes. He indicated that the police department is a statistics driven operation meaning the more suspicious activity called in will result in more frequent patrols of the community.
2. We discussed parking enforcement. He indicated the police department will only enforce parking violations if they are reported to the police or constitute a hazard, such as blocking fire access lanes.
3. We discussed establishing a Neighborhood Watch and how his department supports that program. As an example, he indicated Dunes West has a program and he meets with their Neighborhood Watch committee every month.

Recommend consideration be given to organizing a Neighborhood Watch Program.

Trees on Eastlake and Sowell

As has been reported earlier, we received a request from the TOMP Fire Dept to prune trees along Eastlake and Sowell that were impeding Fire trucks. The Landscape Committee met with LOG and its tree contractor on site to inspect the trees and solicit a proposal for the work needed. A question was raised that the trees were in the right of way and should be the responsibility of TOMP.

Research was conducted culminating in a meeting with the TOMP Director of Public Works, Jody Peale last week. At that meeting, Mr. Peale explained that the TOMP generally does not prune trees in its right of way unless they are a safety hazard or being hit by TOMP vehicles. Originally, we had been advised that the TOMP would only prune safety hazards that were 14 ft high or more. At our meeting, Mr. Peale produced a letter from the TOMP Fire Chief indicating TOMP would cut back any branches 12 ½ ft or higher. As LOG's contract includes pruning trees up to 12 ft, we no longer have an issue.

If there is a branch above 12 ½ ft, the TOMP will take action to prune the branch. The key here is that prior to any action by the TOMP, they will contact I'On management to enable us to coordinate and observe what they do and that it is done in an aesthetically acceptable manner.

Insurance

Last week I met with Patrick Smith at Nationwide to discuss insurance coverage under the existing policies. One significant coverage gap is in the D&O policy. Specifically, there is NO coverage for non-monetary damages. Had this type coverage been in place when the current litigation began, the D&O policy would have been responsible for paying the defense costs. Mr. Smith indicated that Nationwide does not have non-monetary damages as a coverage.

It should be noted that the current insurance coverage renews mid-February. I emphasized to Mr. Smith that it is imperative that the D&O coverage must include non-monetary damages and that if Nationwide will not provide that coverage, there are other policies available in the secondary market.

Mr. Smith indicated he does have access to the secondary market and will solicit proposals for D&O coverage that includes coverage for non-monetary damages as well as an Umbrella policy that will follow the form of such a D&O policy. While the cost may be somewhat higher, it is important to insure this risk.

We also discussed the likely need to add the docks, boat ramp and grounds around the Creek Club to the Assembly insurance coverage. Such addition to the GL policy will result in a small increase in premium. He is obtaining pricing for hazard insurance coverage for the docks.

The final element we discussed is adding the IDC coordinator and consulting Architects as additional named insureds on the D&O policy. He contacted his Underwriter and all can be added at an approximate cost of \$50 per additional named insured per year. The question to be addressed by the Board is approval to add these parties.

Board Orientation and Training

Finally, please remember that Board Orientation and Training has been scheduled for Saturday, January 25th from 9 am to 1 pm. All Board members are encouraged to attend.