

I'On Assembly
Board of Trustees Meeting
Thursday, October 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

- Homeowner Forum
- Call to Order
 - Approval of Minutes: September 25, 2014 Board Meeting
- President's Report
 - VOTE to confirm Board of Appeals opinion on unapproved outbuilding IDC matter.
- Community Manager Report
- I'On Trust Report
- Landscape Report
- Infrastructure Report
- Treasurer Report
 - VOTE to approve proposed 2015 Budget
- Covenants Report
 - VOTE on further action for covenants violations
- IDC Report
- Amenities Report
 - I'On Dog Park Report
 - VOTE to appoint members of Dog Park Committee
 - VOTE to appoint five members to the Athletic Field Committee
- Communications Report
- Secretary Report
 - VOTE to approve 2014 Annual Meeting Agenda
 - VOTE to approve Proxy for 2014 Annual Meeting
- Adjournment

I'On Board of Trustees Meeting
September 25, 2014

Members Present: Deborah Bedell, Tom O'Brien, Bob Davis, Anne Register, Chad Besenfelder, Tony Woody, Stephen Wood

Member Present via Conference Call: Martha Morgan

SCS: Mike Parades and Jessica Gosnell

Guests: Wesley Haynes, Rick Wood, Joe Fordney, David Beckman, George Perrotta, Michael and Mary Lou Korizno, Denise Iannatuono, Antonia and Athan Fokas, Mandy Williams, Janet Stitchler, Leanne and Jack Harvey, Ed Clem, Jack Hamilton

Homeowner Forum: Comments were made both for and against amending the rules to allow chickens in I'On. Other issues raised were for better signage on one-way streets, the parking across from O'Brien's in the Square, concerns about drivers going too fast on the curve between East Shipyard and Eastlake Road, and several comments against a dog park, especially on the Soccer Field.

Call to Order: 6:32 pm

Approval of Minutes

Motion to approve the August 28, 2014, Board Meeting Minutes. Motion seconded. All in favor. Motion passed.

Motion to amend the minutes of the June 26th Board Meeting adding the boldfaced wording which is the approval of the credit card that took place at the June 26th meeting. Motion seconded. All in favor. Motion passed.

Rule D-102

Motion to amend Rule D-102 as written in the notice. Motion seconded.

Discussion followed. Tony commented that the Board has used a good process in order to get the opinions of the community on the subject of chickens in I'On. He also mentioned how difficult this issue has been to tackle since the original rule did not define household pets

Tony noted that I'On is not an isolated community and should not be a separate community from the town of Mt. Pleasant. Mt. Pleasant allows chickens and has criteria in its ordinance to deal with chickens being a nuisance. Further, none of the areas that abide by this rule suffer from a loss of home value due to the presence of chickens. Tony strongly believes that I'On should simply comply with the Town's ordinance on chickens.

Tom commented that dogs and cats carry just as many diseases and actually create more of a nuisance than chickens would. Tom stated that as a committee, they strove to get to a reasonable point with the proposed language that makes sense.

Martha said the USDA's bio-safety guidelines for raising chickens require open space and strict sanitation for maintenance of their coops. . They have identified 15 different diseases that have been transmitted from poultry to humans. The American Vet Association refers to chickens as farm animals and recommends very high standards for keeping chickens and their handlers healthy. As for dogs and cats, they are by definition household pets that can be contained in the house. Martha said the Board would be creating a public health risk by allowing farm animals in I'On's close urban environment.

She also asked how would the HOA enforce cleanliness or keep chickens from being a nuisance to neighbors? Is it up to the neighbor to report problems to the Town, which will then simply say that it isn't in their jurisdiction? Martha felt that we are setting ourselves up to police each other.

Anne mentioned that since this past June, the Board has given homeowners several outlets to voice what they like and don't like about the neighborhood. She said it is clear from the data that many more homeowners oppose chickens in I'On than support having chickens in I'On. Anne feels that as Board members, we have to take this information into consideration and let it guide our-decision making.

Bob summarized that he first dealt with the issue of chickens in I'On in his role as the chair of the Covenants Committee. Then, he worked as a member of the sub-committee created by the Board to study a possible change of the pet rule to allow chickens. He offered his opinion that if it is the desire of I'On as a community to allow chickens, the proposal under consideration tonight is an effective amendment. But he explained that he must now consider this issue as a member of the Board of Trustees. He reiterated Anne's point that the Board members are elected to represent all Titleholders. The rule amendment, whether voted up or down, is not about the two specific chickens that are already in the neighborhood; it is a much larger issue about what the I'On as a whole wants to allow chickens to be kept in the community. Bob said

that the many responses generated by the mailing of the proposed rule change clearly communicate that more Titleholders oppose than support chickens being kept in I'On. Based upon this, he expressed his intention to vote against the amendment.

Chad agreed with Tony that I'On is a part of Mt. Pleasant and should follow Mt. Pleasant's rules that elected officials and planning staff have created. Chad commented that the committee that created the rule amendment has listened to as many people as they could and created a good solution.

Deborah felt that the Board's job is to represent the best interest of the community, while balancing as many interests as they can. Deborah had the impression that there were a substantial number of people in I'On that did not want chickens. This was confirmed from the comments and feedback that the Board received, therefore she is not able to support the amendment going forward.

Motion to approve amending Rule D-102. Motion Seconded. Three in favor. Five opposed. Amendment does not pass.

President's Report: Deborah reported that she received an e-mail from the attorney stating that there is still no ruling from the judge on post trial motions regarding the Creek Club.

Deborah mentioned that last month 148 Civitas asked the Assembly to sign a copy of a document related to an application for a new mortgage on the Creek Club; however, when the document was presented, it was actually the mortgage documentation itself, and she had concerns over signing it. Per the Board's decision last month, Deborah referred the document to legal counsel. Counsel advised against the Assembly's signing that document. Now, 148 Civitas has agreed to come up with a new agreement form. One of the stipulations is that 148 Civitas will be responsible for paying legal fees that the Assembly has incurred in determining proper protocol in responding to their request.

Motion to authorize Deborah to sign the new document once the attorney advises that it is acceptable. In Deborah's absence then the Vice President may sign, in the Vice President's absence, then the Treasurer may sign the document after it gets back from counsel's review. Motion seconded. All in Favor. Motion Passed.

Outside counsel and Deborah have spent a lot of time on the SCS Management Contract. Deborah sent the contract back to SCS last night with minor revisions. Once she receives the

signed contract back from SCS, she will circulate it to the Board to review before she signs on behalf of the Assembly.

Motion to reimburse Anne for printing and laminating mailbox flyers that were created for announcing the neighborhood survey. Anne recused herself. The other members voted in favor. Motion passed.

Manager's Report: Mike reported that he has taken care of all of the priority items that he was given at the last meeting. Fieldwork for the reserve study was done. The boat ramp extension is being done. The 2015 budget draft is done and will be reviewed by the Finance Committee on October 6th. Survey work for the loading zone project at the Creek Club is done. Mike has also met and talked with the Town regarding street parking, street/speed limit signage, as well as discussions regarding turning Saturday Road into a one way street.

Mike informed the Board that he has received a quote for remarking the parking spaces in I'On. He has counted 727 parking spaces in I'On. After removal of approximately five spaces that block driveways, and once designated spots are put in on Duany, Jane Jacobs, and Robert Mills, then he expects to have around 800 designated parking spaces in I'On. Duany, Jane Jacobs, and Robert Mills have never had designated spaces, as the Town did not want to designate spaces with so many vacant lots. Now that these lots have been built up, it is the appropriate time to add marked spaces.

Tom asked how much it would be to just repaint, and Mike replied that he has not gotten a price on painting but will obtain a quote. Deborah and Tom both shared their concerns that the Town should be paying for at least part of this project since these are their roads, and I'On residents pay a fair share of taxes that covers the maintenance of these roads.

Bob raised the concern of whether, after we pay to remark all of the parking spots, the Town might come in and repave over our remarking. Mike said he would find out where I'On is in the repaving cycle with the Town.

Tony said the Town is not necessarily going to maintain the roads to the level that we want. He asked if the HOA wants to spend the money to do something that the Town may eventually get to, that may not be to our satisfaction?

Landscape Report: The Town arborist has decided the Ponsbury tree does not need to come down. The work to remove the dangerous limb that hangs over the road, and to supplement

the tree with nutrients, will cost around \$2,000. These steps will make the tree safe and healthy long term.

Motion to spend up to \$2,000 to take steps to make the Ponsbury tree safe and healthy. Motion seconded.

Stephen asked if this was really necessary to spend this money. Tony replied that since we have been advised that the limb is dangerous, for liability reasons it is completely necessary to spend this money to make the tree safe. Since the Town said the tree is healthy and cannot be removed, we cannot remove the tree, so cutting down the tree completely is not even an option.

The vote was then taken on the motion to approve an amount not to exceed \$2,000 for the Ponsbury tree action plan. All in favor. Motion passed.

Bob and Tony reported on the mitigation plan to reforest the area in the Rookery that was cleared without authorization.

Motion to assess the homeowner who cleared vegetation from the Rookery without authorization the cost of the reforesting the area that was cleared, plus a penalty of \$500. In addition, after 10 business days following delivery of the bill to the resident, if the resident has not paid, then on the 11th business day a per diem fine of \$100 per calendar day begins to accrue until payment is made, or until the resident requests a hearing. Motion seconded. All in favor. None opposed.

Tony reported on the geese issue. We can call DNR to come remove the geese at no cost to the Assembly, but he does not know what will happen to the geese after DNR takes them away. Tony asked if the Board is in favor of him calling DNR to come out and remove the nuisance geese. Consensus is that it is ok to do this.

Trust Report: Nothing to report.

Infrastructure Report: Tony commented that if we do not change Saturday Road to one way, then the Infrastructure Committee would like to at least have a double yellow line painted on the road. Therefore he would like to request that a double yellow line on Saturday Road be added into the parking space repainting project.

Motion to remark the current parking spaces, add new parking spaces for the recently constructed areas, and add a double yellow line on Saturday Road with a budget not to exceed \$7,700. Motion seconded.

Anne asked to amend the motion to include obtaining a price for repainting the parking spaces. Motion seconded.

Tom asked that Mike also go back to the Town and tell them that we are doing this remarking because this is a safety issue and we would like them to financially contribute because the current parking situation is not being properly taken care of with the tax dollars that this neighborhood is contributing.

Motion to approve Anne's amendment. All in favor. Motion passed.

Motion as amended is that we approve a sum not to exceed \$7,700 for re-marking our parking spaces and adding a double yellow line down Saturday Road using paint or Thermoplast, which will be determined depending on the cost and longevity of each product.

The Infrastructure Committee wanted to improve the holiday lights that are put in the Square at Christmas time. They want to add power at the base of each tree on both sides of the road as you come into the neighborhood. The lighting would take place right before Thanksgiving so that we could enjoy the lights from Thanksgiving through the New Year. Tony said they are going to ask the businesses to contribute, but they do not want to base the decision to do this on whether the Square's merchants contribute funds or not.

Mike stated that the price would be approximately \$5,805 for one side of the Square to have the electrician and LOG do the work.

Tom questioned spending money on Christmas lights when the soccer field is in need of repair and attention. Anne shared the same sentiments; she mentioned that it seemed like a lot of money to spend on a once a year item when there are so many other things like the soccer field, the dog park proposal, and directories that this money could be spent on.

Tom asked to postpone this discussion until a later part of the meeting.

Covenants Report: Bob provided a preliminary report on the results of the neighborhood Covenants Survey. The Covenants Committee was very pleased with the level of the response rate.

Bob will provide the Board with access to the results of the Survey so that members can view all of the data that was received.

Tom suggested doing a larger multi-question survey, like what was just done, once a year, and then have the option to do smaller one question surveys when needed. Perhaps this could be done when there is a major issue that affects many homeowners.

Moving to the next issue in the Covenants Committee report, Bob reminded the Board that both the fine previously assessed against a Titleholder for keeping two chickens in l'On as well as the order that the chickens be removed had been stayed while the Board studied and decided whether to amend the pet rule. Since that amendment was considered and rejected at tonight's meeting, Bob moved that the stay be lifted. He also explained that, given this action, it is the recommendation of the Covenants Committee's to grandfather these two existing chickens and take no further enforcement action against them. However, no additional chickens would be allowed, the existing chickens could not be replaced and the chicken coop would have to be submitted to the IDC within 10 days for review and approval.

Motion to have the stay lifted and to grandfather the two existing chickens, as described above. Motion seconded.

Discussion followed. Several Board members expressed their struggle with accepting this motion when it goes against the vote that was just taken to not amend Rule D-102 to allow chickens in l'On.

Deborah commented that she did not want to set the precedent that homeowners can do as they want and then ask for forgiveness later when it comes to breaking Assembly rules. The consensus is that grandfathering the chickens would be the same as amending the rule, actually worse as the rule would still be undefined.

Motion that we lift the stay that was put in place regarding the two chickens that are already present in l'On. Motion seconded. Six in favor. One opposed. Motion passed Motion to grandfather in the two chickens that are currently in l'On. The chickens would not be allowed to be added to nor replaced. The coop's specifications would have to be submitted within 10 days for IDC approval. If the resident does not submit the coop for review and gain approval from the

IDC for the coop, then enforcement action would recommence. Motion seconded. One in favor. Six opposed. Motion failed.

Motion to ratify the fine against the titleholders of \$50.00 for failure to submit coop plans to the IDC. Motion seconded. Two opposed. Four in favor. (Bob abstained) Motion passed.

Bob confirmed that he and Mike will draft a letter to the titleholders. The letter will explain the process that was followed, and the decision that was reached.

Treasurer's Report: Anne reported on the current delinquency total of \$48,119 related to past due assessments that still needs to be collected; \$25,009 of the amount is mortgage foreclosure situations. The Finance Committee has discussed changing the annual assessment payment plan back to one lump sum due in January rather than having it split into the semi-annual assessment as was done for 2014. Anne has found that with the two installments, a number of the same names came up as delinquent for both portions of the assessment. This ends up being very costly in time and in administrative work.

Anne reported that after Mike met with McCabe, Trotter, and Beverly to discuss some of the specific issues that we have had with their collection procedures, there is now a system in place that will help with the issue of the manager's being able to talk directly with delinquent homeowners before a lien is placed.

Anne said she planned to meet with Margaret Summers and Amy Sage to discuss the Trust budget request for 2015.

Deborah explained that the Trust used to be a membership organization and while some residents would join it, even more people would attend the events without providing financial support so there was a lot of "freeloading" going on and not enough funds coming in to support the organization. Because the Trust is a neighborhood asset, the Board felt it was part of community governance to support their effort. The Trust asked for \$20,000 in 2011 to support their endeavors. This \$20,000 is paid on a quarterly basis in increments of \$5,000. The same amount was requested for 2012, 2013, and 2014. In 2011 and 2013, only \$15,000 was requested for payment. The Trust also receives funds from transfer fees that were set up in the original I'On CCR's; however, this amount fluctuates from year to year and is difficult to budget.

Discussion continued regarding continuing support of the Trust with a fixed amount. It is suggested that there be an agreement written that the Assembly will support the Trust, but not

necessarily commit to \$20,000 per year, especially in years, when they are far ahead of their yearly budget due to high transfer fee revenue.

Anne confirmed that the Finance Committee will continue its due diligence in regards to this matter.

IDC Report: Stephen reported that the IDC voted on Tuesday to approve the Little Library structure.

Regarding the notion of signage being mounted in front of homes that are in the IDC process, both the design coordinator and another committee member were against this idea. Their feeling was that the issue that brought up this idea was a unique lot situation that would likely not occur again.

Their greater concern is that once you post this public notice, this could be interpreted to mean that a neighbor gets to see the home plans that someone has paid for and have a say on those plans. They IDC felt that implementing this kind of procedure would be an over-reaction to a one-time situation. The committee said this process would cause more issues and create disharmony in the neighborhood.

The IDC has decided that Pam will get out and look for potential issues and deal with issues directly rather than putting a public notice in front of homes in the IDC process.

Anne asked that something be drafted for the newsletter in order to let neighbors know that the IDC is going to take extra steps when reviewing plans in order to see the bigger picture.

Amenities Report: Tom reported on his meeting with homeowners regarding the soccer field. Their point of view was passionate that this soccer field is an amenity and one of the reasons they wanted to buy in l'On. The field has not been well maintained; the well stopped functioning several years ago and it was never replaced, nor has the turf on the field been cared for. The homeowners felt that the athletic field is an amenity, and they questioned why we do not treat it the way that we treat our other amenities.

Tom reported that the field has an irrigation system, which is powered by the well, so if we get the well repaired and/or replaced, we can start irrigating the field and getting it back into good shape. Tom will research this further.

Homeowners were very against a dog park being installed at the end of the athletic field as it would cut the field down even more, and make the field too small for even a 12-and-under field.

Tom's recommendation is that we begin treating the soccer field as an amenity and get it back into good condition.

In regards to the agreement with Cainhoy Soccer, the accountant advised that if we take the \$5,000 from the Cainhoy contract and put it towards a dog park, we would have to pay 40% tax on the money. If we take the \$5,000 and put it directly into repairing the field, it would be a direct write-off and the Assembly would not have to pay taxes.

Tony asked if the agreement with Cainhoy would keep I'On residents from using the soccer field for a birthday party on a Saturday if they wanted to. Tom replied that they were not planning to use the field that many Saturdays, and if someone requests to use the field, we would simply contact Cainhoy and see if they would be using the field on that particular Saturday. It would possibly be one Saturday a month that the field is being used.

Stephen asked about parking on Eastlake during practices and games. Deborah stated that she had the attorneys enter a clause into the contract stating that Cainhoy has to abide by Exhibit A, our athletic field use policy. A big part of the policy outlines that it is the user's responsibility to enforce and abide by the I'On parking rules and regulations.

Tom is going to try to assemble a soccer committee to deal with the athletic field and everything that we will try to get accomplished there.

Motion to have Deborah sign the Cainhoy soccer agreement. Motion seconded. All in favor. Motion approved.

Anne commented that many people did not seem to understand what was envisioned for the dog park, and that it was never intended to take over the whole athletic field.

Tom recommended that we do not put the dog park on the soccer field, but perhaps design a dog park in the new phase 11, or when the school sells, perhaps on the parcel of land where the temporary school buildings are located.

Communications Report: Anne reported that we currently do not have enough money to create the 2015 directories. Last year only 700 copies were printed and this year, extras had to be ordered as an additional 200 were needed. This order cut into the total budget allotment for the year.

Tom asked if there was any way we could put the directory on an app. Anne stated that many people in l'On like the printed directories and she does not want to do away with them by going to an app or only having the online directory. She indicated that if this action was to be taken, more research would need to be done into the community's preferences for the directory format.

The Communications Committee had recommended changing to small binders instead of the spiral-bound books. These binders would be reused and new inserts would be printed each year. The binders would be more expensive initially, but being able to use them for future years would decrease costs by approximately \$1,600 each year. Unfortunately, we do not currently have enough money in the budget for either option.

Deborah asked if homeowners could place an order for a printed directory when they order luminaries, but Anne replied that it would not give the printer enough time to print the directories. She indicated that she felt an addition of \$3,000 to be added to what was left in the budget would allow for the directories to be produced.

Motion for \$3,000 additional dollars to supplement the directory fund. Motion Seconded. All in favor. Motion passed.

Deborah summarized expenditures that were discussed during the meeting. We discussed funding a dog park out of contingency/excess transfer fee funds; we discussed funding the athletic field refurbishment largely using the Cainhoy fund; and we have decided that we will find \$3000 to cover the 2015 directory.

She then went back to the request to spend money on electrical outlets and holiday lights for the Square. The proposal would cover installing conduits and lights on the trees lining the O'Brian's side of the street, lights in the island trees, and installation of a conduit and lights for the large oak tree. The plan is to light the trees on the Grace Salon side next year.

Motion to approve \$5,900 to light the Square and install lights and conduits in the Square. Motion Seconded. All in favor. Motion passed

Mike's Priorities for the next month:

- Reserve Study Work
- Parking
- Soccer Field
- Refurbishment Costs

Meeting Adjourned at 10:20 pm

Martha Morgan, Secretary

DRAFT

PRESIDENT'S REPORT
OCTOBER 2014

LITIGATION UPDATE: We are still awaiting the judge's ruling on post-trial motions submitted by the parties. If we hear anything before the Board meeting, we will provide an update.

LEADERSHIP DEVELOPMENT COMMITTEE: We currently have five declared candidates for the four Board seats up for election this year, although not all questionnaires have been submitted. All candidates have attended a Board meeting in the past, or plan to attend the October meeting.

NOTICE OF BOARD MEETING: Notice is hereby given of a meeting of the Board of Trustees to be held Saturday, 13 December, at 11 am in the conference room at 159 Civitas Street. This will be the organizational meeting of the new Board, as required by the Bylaws. Agenda items will include election of officers, discussion of committee roles and assignments, distribution of governing documents and other Board materials, and the scheduling of an orientation meeting at the earliest convenience of the new Board. All Board members who will be serving in 2015 should plan to attend, and retiring Board members are urged to attend for introductions and questions by new Board members.

Manager's Report October 2014

Boat Ramp and Docks

The new ramp was delivered to the site on Tuesday, October 14th and installation completed on Wednesday October 15th. It looks great and has addressed all the safety concerns that existed. The final cost for the new ramp was \$15,800 and was funded out of the dock reserve.

As of 10/17/14, we now have 73 registered boaters. The docks are being monitored daily during the week by management and the members of the boating committee are monitoring on the weekend.

Reserve Study

The preliminary Reserve Study Update was reviewed with the Miller Dodson representative that did the field work by the Finance Committee on September 18th. Based on that meeting certain changes were made and the final Reserve Study Update was delivered last week. The final report recommends funding the reserves at \$119,000 per year as opposed to the current funding of \$105,000. The proposed 2015 budget has been adjusted accordingly and been approved by the Finance committee.

2015 Proposed Budget

The Finance Committee met on October 6th to review and finalize the proposed 2015 budget subject to any adjustments needed on receipt of the final Reserve Study Update. As noted above, adjustments were needed and a final proposed budget has been unanimously approved by the Finance Committee and is submitted to the Board for final approval. The assessment for 2015 is recommended to be \$1,000 per residential lot, which is the same as the 2014 assessment.

Loading Zone Project

The Infrastructure Committee is still working on a plan for the proposed Loading zone at the Creek Club and expects to have a formal recommendation to submit to the Board at the November meeting. Survey work at the Creek Club has been completed, drawings and the CAD file delivered to the Infrastructure committee.

Parking

The TOMP police department continues to monitor parking while on patrol and issuing tickets to vehicles illegally parked.

Approval for re-marking designated spaces was given at the September meeting. As directed, research was done to see if there was a high quality paint option. In addition, additional research was done on the expected life of the Premark system.

There is a higher quality paint system that will yield an expected life of about 5 years. It was learned that the Premark system has a life expectancy of approximately 15 years. For a variety of reasons, the best product to use is the Premark system. The remaining question is awaiting a written response from TOMP

regarding when I'On streets will be subject to repaving. Unofficially, there will be no repaving in I'On in spaces.

Speeding

Since the last meeting, the Asst Director of Transportation for TOMP has visited I'On and been taken on a tour by me to show him the specific traffic issues in question. Signage needs, speed control needs and parking were discussed at length. The speed limit inside I'On has been confirmed to be 20 mph.

Last week, in response to two parking issues, I had discussions with my contact in the police department regarding the specifics of each incident. In addition, we discussed that in the next month or so, once new signage for speed limits is in place, I will be asking the police to begin enforcing the speed limits.

Soccer Field

The signed contract with Cainhoy Youth Soccer has been received including the \$5,000 contribution towards field maintenance.

A meeting was held with Kevin Sneed LLC to discuss the well system. Mr. Sneed investigated the existing well noting that it could not produce the needed volume of water. He proposed digging two wells, tying them together to a new well pump and hooking them to the existing irrigation system for a price of \$3,700. Approval was obtained and the wells were dug, connected to a new well pump and the discharge connected to the existing irrigation. Mr. Sneed found the existing irrigation system was in good shape only needing replacement of a couple of heads.

Mr. Sneed also found that 4 of the 10 zones were connected to the clock controlling the city water to the entrance irrigation system. Mr. Sneed was authorized to obtain a new clock to tie all soccer field irrigation zones to and separate from city water for an additional \$400.

All work has been completed, the system operated in the presence of LOG and myself at a total cost of \$4,100.

.

**I'On Trust Report for the I'On Assembly HOA Board Meeting
October 2014**

Through ongoing conversation with Anne Register, finance chair for the I'On Board of Assembly, it's become clear a written policy and procedure regarding the yearly request for financial support would be beneficial to both The I'On Trust and the I'On Board of Assembly. It's also clear this written policy and procedure should be done this year. The Trust will continue to work with Anne to develop a policy to be presented to the Trust Board for approval at the November Trust board meeting.

Additionally, due to the higher than expected transfer fee revenue, the HOA's finance committee has suggested the I'On Trust forgo its 4th quarter support from the Assembly. The executive board is reviewing its anticipated 4th quarter expenses and will present the information at the I'On Trust board meeting in November.

I'On Assembly, Inc.
Landscape Committee Meeting Notes
October 9, 2014

Members Present:

Mike Parades, Community Manager and Steve Walker, LOG

Tree Work

We discussed tree work that has been approved and timing of the work as follows:

1. Ponsbury Tree proposal to remove remaining limb hanging over the road and do other miscellaneous pruning recommended by the Master Arborist at a cost of \$1,700.00. The approval also includes an additional allowance of \$300 for special fertilization to assist the tree recovery.
2. Approval has been obtained from TOMP to remove the large Oak tree along the marsh path across from 60 Robert Mills that is in imminent danger of falling at a cost of \$840.00.
3. Approval has also been obtained to complete the Perseverance Square Sycamore project by removing the dead wood from 10 trees and raising the canopy on all trees for \$1,500.00.
4. Approval has also been received to do the structural pruning needed on the large Oak tree in the Square park area at a cost of \$350.00.
5. It was recently reported that there is a large Oak limb hanging over the entrance lane to the Square on N Shelmore that is being hit every time a large truck enters I'On. That branch needs to be removed.
6. As agreed earlier this year by the Landscape committee, it is time to plant an Oak tree to replace the one that died and was removed by TOMP in front of 65 Saturday. Price for the tree planted is \$365.00.

All tree work is scheduled to be done the week of October 20th.

Maintenance Schedule

Planned tasks for October and November were reviewed. Pre-emergents will be applied the week of October 20th, cost of \$1,200.00. Armored scale treatments will also be done the week of October 20th, cost of \$1,835.00.

Seasonal plants will be changed out 1st week of November at a cost of \$7,900.00. Will duplicate the plantings done in the fall of 2013.

Power to Square for Christmas lights

The proposal to install power to the trees on the Pub side of N Shelmore and install conduit under the pavers to facilitate power to the large Oak in the Square Park have been approved. Total cost \$5,885.00. The installation is scheduled for the week of October 20th. Mike to contact Chad at the Pub. Mike has met with Sam Walker and the electrician to coordinate what will be done and when.

Irrigation Update

Mike noted the bills have not yet been received. When they are he will update the summary schedule and distribute. Steve noted that irrigation will be scaled back in early November except for seasonal planting beds.

Mike noted the lock on the boat house is missing. Steve will replace and begin changing combination of all LOG installed locks as he feels there are people who know the current combination.

Emergency Tree Service

Steve stated he has advised Tree Clinic that the agreement with them is canceled but has not heard back from them. He will follow up and copy Mike when he receives acknowledgment. He will also send notification to Charleston Tree of acceptance of the proposal and copy Mike on notice to Charleston Tree Service.

Asiatic Jasmine on Perseverance

Steve advised that the plants authorized by the Landscape committee have been installed and he is monitoring.

Rookery Mitigation Plan

In response to Steve's question, Mike advised that no firm date for implementation is known as the issue is awaiting enforcement action.

Streets

Mike commented that it does not appear enough effort is being made to clean streets based on his observation and comments from some owners. As preparations are being made to re-mark all designated parking, it will be important the streets are clean. Steve committed to focus on this issue.

Perseverance Fountain Lights

The lights are still out. Steve said he is waiting until the next time the fountain is drained for maintenance to repair the lights.

Fire Pit Cover Lock

Mike noted he received a call from a user that could not get the cover completely on after use to lock one side. Steve will take a look and fix as necessary.

Marsh Path Maintenance

Mike advised Steve that he has marked the marsh trail for roots that need pruning and areas that need plantation mix from the Creek Club to the bridge from Hopetown to Jogging. The rest of the trail will be marked by the end of the month. Steve advised he will schedule a crew to do the root pruning and addition of plantation mix the end of October.

Soccer Field and Dog Park Activity

Mike advised Steve that the Amenities Committee is investigating getting the Soccer field back in good condition now that a contract for its use has been signed. A new well and pump are needed to be tied into the existing irrigation system. Once water is available, need to go through the irrigation system and make repairs as needed. There is also a committee formed looking into establishing a dog park. At some point, LOG's assistance may be needed. Mike will keep Steve advised.

I'On Assembly, Inc.
Infrastructure Committee Report
October 2014

There was no formal committee meeting in the month of October; however, the following is a report on various outstanding issues.

Installation of New Pavilion Ramp:

The new Pavilion dock ramp was installed the week of October 13th. The total cost of \$15,800 was funded from the Dock reserve. The new ramp looks great.

Creek Club Survey:

The survey is complete and plans for the loading zone and parking lot enhancement are in process. It is anticipated the loading zone plan will be presented at the November Board meeting.

Asphalt Issues:

It is anticipated that the re-marking of designated parking spaces will begin the last week of October. We are awaiting final approval from TOMP to proceed and confirmation that TOMP has no plans to re-pave roads in the next few years.

The proposed 2015 budget includes funding to add turn radiuses to many alleys. The alley asphalt will then have any needed repairs made and be seal coated in accordance with the recommendations of the reserve study update with funding coming from the infrastructure reserve.

Power to the Square for Christmas and other event electrical needs:

As approved by the Board at its last meeting, power will be run to the trees along the Pub side of the Square the week of October 20th. In addition, a sleeve will be installed under the pavers in the Square park and power run to the large Oak tree.

Soccer Field:

After investigation, it was determined that to restore irrigation to the soccer field, two new wells needed to be installed along with a new well pump. This work has been completed and the well water tied into the existing irrigation system. The irrigation system has been run and all needed repairs completed. The total cost of the work was \$4,100 and funded by the \$5,000 use payment made by Cainhoy Youth Soccer for use of the field two to three days per week.

Other Miscellaneous Maintenance:

The railings and Pavilion at the docks has been painted, signage is being installed at all walking path entrances noticing golf carts and motorized vehicles are not allowed, bollards have been installed at the corners of Robert Mills and Duany and Edenton and Jogging to help drivers stay on the asphalt rather than cut the corners.

Roots have been marked on the marsh trails for pruning and areas needing additional plantation mix have also been marked. The root pruning and addition of plantation mix will be done the last week of October and first week of November.

I'On Assembly Finance Committee Meeting

Participants Present: Ed Clem, Sally Raver, Annie Bonk, Anne Register; Mike Parades, Steve Wagner

Meeting Date: October 17, 2014

Submitted by: Anne Register

AGENDA ITEM	DISCUSSION/DECISIONS	FOLLOW UP/ACTION STEPS
September Financials	The committee had a brief discussion of the September financial report along with Mike's manager's report for the period. Anne shared that she and Mike had discussed the reports on Wednesday and that everything was satisfactory. She also indicated that the delinquency report through September 30 continues to improve, although there are still 2015 assessments that are outstanding amounting to about \$21,700. Mike sent final reminders to these titleholders before directing MTB, after discussion with Anne, to place liens on the properties. Another matter that has come up is that anyone who has registered a boat to use the Creek Club dock should have the privilege rescinded when an assessment is past due. The committee agreed that reminders about losing common area privileges when assessments are not paid on time is one of the penalties of late payments, and people with past dues should be reminded of this. Discussion was held about the importance of paying any 2014 bills that could be paid as soon as possible. This would indicate to the residents when the budget proposal for 2015 is sent out that revenue and expenses were very close for the current year.	September financials will be included in the Board packets for the October 23 meeting. When the budget proposal is sent to I'On neighbors, it will include estimated year-end revenues and expenses along with notes on line items as appropriate.
2015 Budget Discussion	Committee members received copies of the latest budget update which had been amended to include issues raised at the October 6 budget meeting, as well as additional information Mike had secured and questions raised by committee members. Anne and Mike reviewed the line items which had been changed for those present. Revenue now includes anticipated payments from Mike Russo when the Creek Club dock is closed for weddings in 2015 and payment from the soccer association that will be using the Eastlake athletic field. IDC revenue is lower than 2014 actuals since new home construction is estimated to be less than what has occurred this year. Expense lines that were changed included an increase for Creek Club expenses to include fees for HOA usage of the facility 13 times a year; an increase in office rent to reflect the increase the landlord is putting into place as of December 1; a correction to the printing line item to reflect what was spent on the mailing to titleholders	The budget proposal will be presented in its current format, with amendments added on the Trust line and the professional legal fees line, in the Board packet. Notes will be included as well. Once approved, the budget will be sent to the neighbors as a part of the Annual Meeting packet. The format will be streamlined to include only the budget for 2014, the estimated year-end actuals, the budget for

AGENDA ITEM	DISCUSSION/DECISIONS	FOLLOW UP/ACTION STEPS
	related to the June Forum; an increase for professional legal fees; and an increase for IDC administration. The results of the changes produced an estimated year-end position of about \$2,500 as a positive net, and a budget that is almost break-even. Mike also explained changes to the Reserve Activity statement, including the addition of the expenses for the new boat dock ramp, and the addition of the confidential funds received recently, which offset the costs of purchasing the Creek Club earlier this year. Lastly, Anne updated the committee about the status of her communications with the I'On Trust. She shared a policy that Amy Sage, Trust Board President, had drafted as a response to the one Anne prepared, which had been shared with the committee. Anne indicated that Amy's draft asked that Assembly funds be granted to help keep the Trust's reserve fund at the level as designated by their Board. She said she had explained to Amy that the better way for this to be handled would be for the Trust to tap into reserves when needed and that then a request to the Assembly in the following year could include a specific amount to begin to replace reserves. Since the Trust Board has not reviewed the policy, it is hard to have a resolution. After considerable discussion, the Board determined that given the significant excess transfer income the Trust has received this year, as well as the need to budget for legal expenses, that the budgeted figure for the Trust for next year would be set at \$15,000. Committee members concurred with the budget proposal as amended.	2015 and notes of explanation as appropriate on the budget line items. Anne will get back to Amy Sage and report on the Board's concern about the policy statement related to reserve funds and also the amount to be included in the 2015 budget for the Trust. She will communicate as well the Board's suggestion that the Trust consider not invoicing the Assembly for the final \$5,000 of this year.
Reserve Funding Update	Anne indicated that before the discussion on reserves, she wanted to get the committee's input on the placement of the confidential funds received recently. Several members had suggested options, and SCS also can be helpful. However, it was determined that the best option right now was to work with Harbor National Bank to create a CDRS account for nine months with the Bank of North Carolina. The interest rate is currently .57%. Anne reminded the group that as of December 1, HNB will be merged with BNC; thus it is appropriate to create this new account with that bank. In doing this, we will have full protection of our funds through FDIC. Mike and Steve Wagner will get back to the committee with options available through Mutual of Omaha and Alliance and Union Banks for future reference. Next Mike shared that he expects to receive the finalized report from Miller Dodson	Anne will contact Harbor National about the decision to place funds with the Bank of NC in a nine month CDRS account. The plan for reserve funds will

AGENDA ITEM	DISCUSSION/DECISIONS	FOLLOW UP/ACTION STEPS
	most any day. His plan is to wait until the end of this fiscal year, and then to create a new spreadsheet on reserve funds using the percentages for each category as documented in the MD study. As a part of this, there may be a recommendation to give a new name to one or two categories.	be reported to the Board.
Recommendation for Payment of the 2015 Annual Assessment	As discussed at the last Finance Committee meeting, Anne reported that having two payment periods for the annual assessment this year has created additional costs and time for staff. She asked if the committee members were ready to recommend only a single payment for the 2015 assessment. All present concurred that this would be their recommendation.	The plan to require payment of the 2015 assessment as a single sum will be recommended to the Board.
Contingency Funds	Anne explained that she had not been able to find any documentation on the use of contingency funds by the Assembly. It appears that there is no precedent to review as well. She recommended that the committee consider criteria for these funds, including a cap on allotments, at its November meeting. Another issue is the possibility of tax issues if too much money is kept in a contingency category. At the present time, there are a few projects in the works that might need to draw on these funds if approved by the Board. The members agreed that developing a policy and specific criteria should be done.	Anne and Mike will continue to do research on contingency funds and be prepared for discussion at the November Finance Committee meeting.
Dog Park Update	Anne shared an update on progress with a potential Dog Park in I'On as prepared by the Dog Park Committee. The group appreciated the work that has been done and was supportive of having the planning continued.	Anne will report this response to the Dog Park Committee.
Approval of Year-end Financials	It is important that the Board officially approve the final financial report for a fiscal year. This will be on the agenda for the January, 2015 Assembly Board meeting.	Anne will place this call for approval on the January agenda.
Next Meeting Date	The November meeting of the Finance Committee will be held on Monday, November 17 at 10 p.m.	Reminders will be sent.

Addendum: Mike received the final Miller Dodson report during the afternoon of the 17th. He reported to the Committee that the recommendation for reserve funding in the report is approximately \$14,000 per year more than what is currently being budgeted. Thus some additional adjustments to the 2015 budget were in order. The proposal that will be presented in the Board packet includes these changes.

I'On Assembly, Inc.
Proposed Budget
2015
Prepared on an Accrual Basis

		Annual Budget 2014	Estimate FYE 12/31/14	Proposed Budget 2015	
	REVENUES				
	4000 Assessments	\$759,000	\$759,570	\$760,000	No increase, 759 lots plus church at \$1,000
	4050 Special/Specific Area	\$0	\$410	\$0	Community Garden (fees net of expenses)
	4500 Past Due-Late Fees	\$3,500	\$4,983	\$0	Should not budget
	4610 Return Check Charge	\$0	\$25	\$0	Should not budget
	4697 Directory Ad Revenue	\$1,600	\$1,630	\$0	Should not budget
	4698 Facility Revenue	\$0	\$6,730	\$6,500	Outside use of soccer field and boat registration fees (75x\$20)
	4699 Dock closure fee	\$0	\$0	\$15,050	New Revenue Acct: Est 43 dock closings for weddings at \$350 each
	4700 Interest Income-Opertions	\$350	\$338	\$0	Should not budget
	4702 Interest Income-Reserves	\$3,500	\$1,973	\$0	Should not budget
	4952 Montessori School	\$6,706	\$6,706	\$6,974	Increase per agreement. This will be last year.
	4954 IDC Revenue	\$12,000	\$24,800	\$18,000	Anticipate fewer new construction homes
	4995 Delinquent Assessments	(\$10,000)	(\$9,894)	(\$12,000)	Provision for bad debt write off
	Total Revenue	\$776,656	\$797,271	\$794,524	
	EXPENSES				
	Administrative:				
	5940 I'On Trust Support	\$20,000	\$20,600	\$15,000	Provision for funding support
	5945 Social Events/Community Gifts/Memorials	\$500	\$1,996	\$2,000	Provision for town hall mtgs, community gifts and memorials
ISC	5950 Creek Club Expenses	\$8,000	\$12,233	\$8,925	Landscape \$4800, Dock maintenance \$1,200, use by HOA 13 x \$225= \$2,925
	6000 Management Fee	\$68,580	\$57,105	\$34,155	Back office at \$3.75/mo x 759 lots per new Mgmt Agreement
	6010 Staffing/Payroll	\$43,000	\$58,039	\$103,653	Full time manager & 50% Asst Mgr per new Mgmt Agreement
	6050 Security	\$5,000	\$4,103	\$2,500	Provision for independent security service, if needed
	6080 Office Rent	\$5,100	\$8,800	\$11,400	Renewal at \$950/mo effective 12/1/14
	6092 CAI-Board Expenses	\$515	\$2,666	\$3,000	\$515 Renew CAI Membership, \$2,000 Board member education, \$485 other
	6200 Bank Wire Fees	\$0	\$30	\$0	Non-budget item
	6210 Postage & Delivery	\$3,000	\$2,020	\$3,000	Historical
	6246 Directory Printing	\$3,600	\$6,069	\$5,000	Est cost for new directories
	6250 Printing	\$5,500	\$5,462	\$4,500	Est cost for printed materials and mailing for mid-year and annual meetings
	6260 Office Supplies	\$2,500	\$4,040	\$2,500	Historical, 2014 included \$1,800 for new office furniture
	6400 Accounting/Tax Services	\$500	\$315	\$500	Historical
	6409 Website Maintenance	\$2,500	\$2,432	\$2,300	\$575/Qtr
	6500 Legal-Professional	\$50,000	\$78,508	\$25,000	Lawsuit over, provision for consulting
	6545 Legal-Collections	\$10,000	\$566	\$0	Misc out of pocket costs
	6555 Professional Consultants	\$12,000	\$3,990	\$0	Provision for consultants
	6556 Risk Assessment	\$4,000	\$6,000	\$0	2014 expense was for Risk Mgmt Program evaluation
	6557 IDC Administration	\$30,000	\$27,795	\$40,100	\$27,300 NDC, \$10,800 consultants and \$2,000 office supplies and plan copies
	Total Administrative	\$274,295	\$302,769	\$263,533	
	Maintenance:				
LSC	6020 Landscape Contract	\$177,096	\$177,496	\$177,096	Per contract, no increase
ISC	6830 Signage	\$2,000	\$1,178	\$3,000	Provision for repair of old and new signage

I'On Assembly, Inc.
Proposed Budget
2015
Prepared on an Accrual Basis

			Annual Budget 2014	Estimate FYE 12/31/14	Proposed Budget 2015	
ISC	6840	Repairs/Maintenance	\$25,000	\$27,746	\$32,000	Provision for common property repairs and maintenance & remark parking 2014 Add power Pub side N Shelmore 2014. 2015 add power Square Onion side N
ISC	6841	Infrastructure Enhancements	\$3,000	\$5,885	\$18,500	Shelmore and add alley turn radiuses
ISC	6842	Vandalism	\$5,000	\$1,615	\$2,500	Provision for repair vs cost of outside security
LSC	6845	Seasonal Flowers	\$15,800	\$15,800	\$15,800	Per contract, no increase
ISC	6847	Walking Path-Repairs	\$7,500	\$7,859	\$0	Included in reserve funding at \$8,000 per year
ISC	6849	Common Area Lighting	\$4,000	\$4,492	\$2,000	2014 includes more xmas lights, 2015 includes last phase of xmas lights
LSC	6850	Landscape Enhancements	\$32,000	\$8,900	\$24,500	Per proposed budget, 2 projects
LSC	6852	Grounds Supplies	\$34,475	\$34,475	\$34,475	Per contract, no increase
LSC	6854	Plant/Tree-Replacement	\$6,000	\$6,000	\$6,000	Provision for other tree maintenance and trimming
LSC	6856	Tree Maintenance/Trimming	\$24,050	\$24,050	\$24,050	Per contract, no increase
LSC	6858	Pine Straw/Mulch	\$22,280	\$22,280	\$22,280	Per contract, no increase
LSC	6860	Irrigation Repairs	\$3,000	\$2,257	\$2,500	Historical
ISC	6862	Power Washing/Painting	\$4,000	\$4,000	\$0	Moved into GL 6840
ISC	6864	Mailbox Repairs	\$3,000	\$3,000	\$3,000	Historical
ISC	6866	Pet Stations	\$4,000	\$4,632	\$4,000	More pet stations added in 2014 and bag refills higher
ISC	6868	Fish and Wildlife	\$0	\$0	\$1,500	Fish feeder deferred to 2015, budget transferred to Common area lighting
ISC	6870	Lake Maintenance Equip	\$2,000	\$1,493	\$2,000	Maint for aerators.
ISC	6874	Streetlight Replacement	\$3,000	\$2,400	\$3,000	Est cost to replace 2 streetlights per year
ISC	6941	Pond/Lake Maintenance	\$6,900	\$7,100	\$7,200	Based on new Greenery contract at \$600/mo
ISC	6942	Playground Improvements	\$2,000	\$1,000	\$2,000	Provision for repairs and improvements
Total Maintenance			\$386,101	\$363,658	\$387,401	
Utilities/Insurance/Taxes:						
	7000	Electricity	\$56,650	\$55,788	\$56,650	Historical
LSC	7010	Water	\$9,000	\$12,493	\$13,000	2014 Added 2 new areas
ISC	7015	Storm Drain	\$3,100	\$1,000	\$2,000	Provision for alley storm drain maint
	7060	Insurance	\$16,000	\$26,916	\$30,000	Includes Creek Club insurance
	7450	State & Federal Income Taxes	\$200	\$2,303	\$2,500	
	7460	Property Taxes	\$310	\$310	\$350	
Total Utilities/Insurance/Taxes			\$85,260	\$98,810	\$104,500	
Total Operating Expenses			\$745,656	\$765,237	\$755,434	
	8000	Replacement Reserve Funding	\$27,500	\$27,500	\$39,000	Funding to Reserves based on same as 2014
	8012	Interest Reserve funds tranfer	\$3,500	\$1,978	\$0	
Total Operating and Reserve Expenses			\$776,656	\$794,715	\$794,434	
Net Surplus(Deficit)			\$0	\$2,556	\$90	

I'On Assembly, Inc.
Proposed Budget
2015
Prepared on an Accrual Basis

	Annual Budget 2014	Estimate FYE 12/31/14	Proposed Budget 2015
Reserve Activity	Funded		
Balance 12/31/13	\$1,240,957		
Additions:			
From Annual Assessment	\$27,500	Portion of Annual Assessment funding to Reserves	
From Transfer Fees	\$77,500	Amount under contingency represent excess xfer fees	
Interest Earnings	\$1,978		
Total Funding	<u>\$106,978</u>		
Expenditures:			
Purchase Creek Club	(\$285,000)		
Refurbish Boathouse	(\$7,000)		
Replace Flagpole	(\$9,608)		
Replace main dock ramp	(\$15,800)		
Remark Designated Parking Spaces		Funding by excess transfer fees	
Total Expenditures	<u>(\$317,408)</u>		
Estimated Balance 12/31/14	<u><u>\$1,030,527</u></u>		

DATE: October 13, 2014
TO: Finance Committee
FROM: Mike Parades 
RE: Financial Highlight Report
Month Ending 9/30/14

Cash Revenues from Assessments

As of 9/30/14, actual cash revenues are greater than budgeted cash revenues by \$1,014. Reminder notices were sent to all accounts not referred to legal counsel, which resulted in several owners paying the second installment. We will continue efforts to encourage those owners who have not paid to do so.

IDC Operations

Through 9/30/14, IDC revenue is \$20,800 or \$11,800 greater than budget while IDC expenses are \$17,555 or \$4,945 less than budget. In summary, the IDC continues to support its operations with the revenues being generated. It should be noted that it is anticipated activity will slow during the 4th quarter.

Delinquent Assessments

We continue to work on collection of past due accounts. As of 9/30/14, adjusted A/R (excluding accounts in mortgage foreclosure) are just under \$22,000.

Other Variances of Note

1. Office rent is over budget due to lease of additional space for IDC. It should also be noted that the landlord has provided the renewal extension and total rent will rise to \$950 per month effective 12/1/14.
2. CAI Membership over budget \$1,651 due to attendance by BOT President at CAI National conference.
3. Printing is under budget \$2,100 due to timing.
4. Office supplies over budget \$1,860 due to purchase of office furniture.
5. Legal Expense in total (Professional and Collections) now exceeds to total budget for the year for both accounts by \$8,774 due to lawsuit expenses.
6. Professional Consulting was budgeted at \$12,000 for 2014. Proposals for a Reserve Study Update were solicited and the contract awarded to Miller Dodson at a total cost of \$3,990. The retainer was paid in August.
7. Risk Assessment was budgeted for \$4,000. A contract was signed with HUB International to perform this project for a cost not to exceed \$8,000. The final cost was \$6,000.00.
8. Landscape Enhancements is under-budget \$15,600 due to the decision to defer the Krier Lane parking as discussed at a prior Board meeting.
9. Plant/Tree Replacement is under budget \$3,295 but will be used on Ponsbury tree project, removal of dangerous tree on marsh path, pruning of large Oak in Square park.
10. Recommend transfer power wash/paint budget to Repairs and Maintenance where costs are recorded.
11. Pet Stations is over-budget \$2,302 primarily due to ordering a high pet waste bags usage this year and purchasing 3 pet stations to be installed in the Duany/Robert Mills trail areas.
12. Insurance is over-budget due to adding Creek Club ramp and docks to property and liability policies. In addition, new coverage was put in place for D&O and Umbrella insurance. \$2,304 refund of premiums received in September on canceled D&O and Umbrella Nationwide policies.
13. Federal incomes taxes are over-budget due to no quarterly deposits being made in 2013 leading to a reduction in the budget for 2014, yet there was income tax due.

Overall, through September 30, 2014 operating expenses are under-budget \$14,746 on a cash basis and YTD cash basis operating surplus is \$29,562.

Billing for the 2nd installment of the annual assessment was mailed June 3rd with payment due July 1, 2014. Total billed was \$380,000. Collections in June, July, August and September have been excellent yet there are still a number of owners who have not paid the 1st and/or 2nd installment. Accounts receivable at 9/30/14 are \$44,292. Of this amount, \$22,560 is related to five (5) lots in mortgage foreclosure.

Transfer fees received through 9/30/2014 are \$92,701 against annual budget of \$77,500.



I'On Assembly Homeowners Association
Income Statement - MTD-YTD-Hybrid I'On
09/30/2014

Page: 1

3301 Salterbeck St. - Ste 201
Mt. Pleasant SC 29466

		Actual Current Mo	Budget Monthly	Monthly Variance	Actual YTD	Budget YTD	YTD Variance	Annual Budget
	Revenues - Cash							
4000	Assessments	18,269	10,000	8,269	750,014	749,000	1,014	749,000
4050	Special/Specific Are	0	0	0	335	0	335	0
4400	Legal/Lien Fee Incom	0	0	0	1,911	0	1,911	0
4500	Past Due - Late Fees	800	292	508	9,188	2,628	6,560	3,500
4610	Return Check Charge	0	0	0	25	0	25	0
4697	Directory Ad Revenue	0	133	(133)	30	1,197	(1,167)	1,600
4698	Facility Revenue	0	0	0	1,630	0	1,630	0
4700	Interest Income	32	29	3	238	261	(23)	350
4702	Interest Income-RSVs	137	292	(155)	1,553	2,628	(1,075)	3,500
4952	Mont School-Landscap	0	0	0	6,706	6,706	0	6,706
4954	IDC Revenue	3,050	1,000	2,050	20,800	9,000	11,800	12,000
4995	Delinquent Assessmen	0	0	0	(8,394)	0	(8,394)	0
	Total Revenue	22,288	11,746	10,542	784,037	771,420	12,617	776,656
	Expenses - Accrual							
	Administrative							
5940	I'On Trust Expense	5,150	5,000	(150)	15,450	15,000	(450)	20,000
5945	Social Events/Commun	0	0	0	1,196	350	(846)	500
5950	Creek Club Expenses	1,500	1,000	(500)	6,608	5,000	(1,608)	8,000
6000	Management Fee	2,846	5,715	2,869	48,566	51,435	2,869	68,580
6010	Staffing/Payroll	8,638	3,584	(5,054)	32,126	32,250	124	43,000
6050	Security	0	0	0	4,103	2,500	(1,603)	5,000
6080	Office Rent	825	425	(400)	6,200	3,825	(2,375)	5,100
6092	CAI - Board Expenses	0	0	0	2,166	515	(1,651)	515
6200	Bank Service Charge	0	0	0	30	0	(30)	0
6210	Postage & Delivery	832	66	(766)	2,082	1,228	(854)	3,000
6246	Directory Printing	0	3,600	3,600	1,069	3,600	2,531	3,600
6250	Printing	0	500	500	0	2,600	2,600	5,500
6260	Office Supplies	30	100	70	3,590	1,800	(1,790)	2,500
6400	Accounting/Tax Servi	0	0	0	315	500	185	500
6409	Website Maintenance	573	208	(365)	1,859	1,872	13	2,500
6500	Legal/Professional	1,482	2,000	518	68,508	42,000	(26,508)	50,000
6545	Legal-Collections &	0	500	500	266	8,000	7,734	10,000
6555	Professional Consult	0	0	0	1,397	12,000	10,603	12,000
6556	Risk Assessment	0	0	0	6,000	4,000	(2,000)	4,000
6557	IDC Administration	1,914	2,500	586	17,555	22,500	4,945	30,000
	Total Administrative	23,789	25,198	1,409	219,085	210,975	(8,110)	274,295
	Maintenance							
6020	Contract Landscaping	15,158	14,758	(400)	133,222	132,822	(400)	177,096
6830	Signage	0	300	300	178	1,400	1,222	2,000
6840	Repairs/Maintenance	0	750	750	13,646	16,300	2,654	25,000
6841	Infrastructure Enhan	0	250	250	0	2,250	2,250	3,000
6842	Vandalism	675	1,000	325	1,115	3,500	2,385	5,000
6845	Seasonal Flowers	0	0	0	7,900	7,900	0	15,800
6847	Walking Path-Repairs	1,750	0	(1,750)	2,859	5,500	2,641	7,500
6849	Landscape Lighting	1,317	100	(1,217)	2,992	1,800	(1,192)	2,500
6850	Landscaping Enhancem	0	0	0	7,400	23,000	15,600	32,000
6852	Grounds Supplies	3,520	3,475	(45)	33,460	33,475	15	34,475
6854	Plant/Tree - Replace	0	0	0	2,205	5,500	3,295	6,000
6856	Tree Maintenance/Tri	0	0	0	22,215	21,165	(1,050)	24,050
6858	Pine Straw/Mulch	0	0	0	22,280	22,280	0	22,280
6860	Irrigation Repairs	100	250	150	1,057	2,250	1,193	3,000
6862	Power Washing & Pain	0	0	0	0	3,000	3,000	4,000
6864	Mailbox Repairs	0	500	500	2,414	2,500	86	3,000
6866	Pet Stations	0	0	0	4,202	1,900	(2,302)	4,000
6868	Fish and Wildlife	0	250	250	0	1,500	1,500	1,500



I'On Assembly Homeowners Association
Income Statement - MTD-YTD-Hybrid I'On
09/30/2014

Page: 2

3301 Salterbeck St. - Ste 201
Mt. Pleasant SC 29466

		Actual Current Mo	Budget Monthly	Monthly Variance	Actual YTD	Budget YTD	YTD Variance	Annual Budget
6870	Lake Equipment Maint	0	0	0	533	1,600	1,067	2,000
6874	Streetlight Replacem	0	250	250	0	2,250	2,250	3,000
6941	Pond/Lake Maintenanc	0	0	0	4,700	5,000	300	6,900
6942	Playground Improve	0	500	500	0	1,500	1,500	2,000
	Total Maintenance	22,520	22,383	(137)	262,377	298,392	36,015	386,101
	Utilities/Insurance/Taxes							
7000	Electricity	4,656	4,721	65	41,841	42,489	648	56,650
7010	Water	2,469	2,076	(393)	10,993	7,883	(3,110)	9,000
7015	Storm Drain	0	258	258	0	2,322	2,322	3,100
7060	Insurance	(2,304)	0	2,304	26,916	16,000	(10,916)	16,000
7450	Federal Income Taxes	0	0	0	2,303	200	(2,103)	200
7460	Property Taxes	0	0	0	0	0	0	310
	Total Utilities/Insu	4,821	7,055	2,234	82,053	68,894	(13,159)	85,260
	Total Expenses	51,130	54,636	3,506	563,515	578,261	14,746	745,656
8000	Replacement Reserves	0	0	0	20,625	20,625	0	27,500
8012	Reserves-Int Inc Tra	0	0	0	0	0	0	3,500
	Net Surplus(Deficit)	(28,842)	(42,890)	14,048	199,897	172,534	27,363	0



3301 Salterbeck St. - Ste 201
Mt. Pleasant SC 29466

	Cash - Operating	
1000	Operating Cash	56,765
1049	Operating Money Market	<u>167,285</u>
	Total Cash	224,050
	Cash - Money Market/CD - Reserves	
1052	Reserve Money Market	114,223
1052.1	Money Market-Harbor National	241,282
1057.23	Money Market - Ameris	191,652
1065.21	CD - Cedar Harbor - 5/23/15 .6%	215,000
1065.23	CD - Cedar Harbor - 5/23/15 .6%	<u>200,000</u>
	Total Cash - Money Market - Reserves	962,157
	Accounts Receivable	
1200	Accounts Receivable	<u>44,292</u>
	Total Accounts Receivable	44,292
	Total Assets	<u>1,230,498</u>
	Liabilities	
2000	Accounts Payable	5,564
2330	SCS Administrative Costs	2,240
2800	Deferred Income	595
2900	Construction Deposits	<u>28,750</u>
	Total Liabilities	37,149
	Reserve Equity	
3800	Reserve Equity	0
3831	Reserve-Docks	144,627
3832	Reserve-Buildings	44,045
3834	Reserve-Infrastructure	494,080
3835	Reserve-Landscape Improvements	144,627
3836	Reserve Contingency - Community Garden	3,575
3837	Reserve-Contingency	<u>129,680</u>
	Total Reserve Equity	960,633
	Retained Earnings	
3950	Retained Earnings	30,056
	Net Ytd Inc & Exp	<u>202,661</u>
	Total Equity	232,717



I'On Assembly Homeowners Association
Balance Sheet
09/30/2014

Page: 2

3301 Salterbeck St. - Ste 201
Mt. Pleasant SC 29466

Total Liabilities and RE

1,230,498

I'On Assembly, Inc.
Analysis of Reserves
September 30, 2014
Capital Reserves

3800 Equity to be Allocated		3831	Docks	3832 Buildings	3834 Infrastructure	3835 Landscape Improvements	3836 Contingency Garden Club	3837 Contingency	Total
Balance 12/31/12 Allocation Ratio		0	192,450 17.00%	67,924 6.00%	679,236 60.00%	192,450 17.00%	3,225	114,479	1,249,764
Deposits: 2013									
Transfer Fees	2013		16,150	5,700	56,999	16,150			94,999
Transfer from Operating	2013		2,524	891	8,909	2,524	350		15,198
Allocate Interest Income	2013		972	343	3,430	972			5,716
Deposits: 2014									
Transfer from Operating-January	2014		1,169	413	4,125	1,169			6,875
Transfer from Operating-April	2014		1,169	413	4,125	1,169			6,875
3rd Qtr Funding to allocate	2014		1,169	413	4,125	1,169			6,876
Transfer Fees Allocated-March	2014		3,647	1,287	12,870	3,647			21,451
Transfer Fees Allocated-June	2014		6,099	2,153	21,526	6,099			35,877
Transfer Fees to Allocate	2014		3,429	1,210	12,103	3,429	15,201		35,373
Transfer Interest Income									0
Total Deposits		0	36,327	12,322	128,212	36,327	350	15,201	229,240
Balance before Expenditures		0	228,778	80,745	807,448	228,778	3,575	129,680	1,479,003
Expenditures: 2013									
Pump Bearing Replace	3/15/2013				3,050				3,050
Crosswalks	8/1/2013				2,385				2,385
Electric Pump	8/2/2013				1,164				1,164
Meet with Tony Woody	8/27/2013				158				158
Total Expenditures 2013		0	0	0	6,756	0	0	0	6,756
Expenditures: 2014									
Creek Club	1/15/2014		84,150	29,700	297,000	84,150			495,000
Refurbish Boathouse	6/25/14			7,000	1,000				7,000
Dwypymnt Flagpole	6/4/14				5,443				1,000
Balance Flagpole	7/29/14				420				5,443
Shipping Charges Flagpole	8/12/14				2,748				420
Remove and install new flagpole	8/19/14								2,748
Balance September 30, 2014		0	144,628	44,045	494,081	144,628	3,575	129,680	960,636

See note 1

NOTE 1 \$18,000 earmarked for crosswalks

Minutes
I'On Assembly, Inc.
Covenants Committee
September 22, 2014

Members Present: Bob Davis, Peggy Watt, Scott Alderson, Linda Rinaldi, Lori Feehan, Ginger Black, and Lori Bate.

Others Present: Jessica Gosnell, Assistant Community Manager

The meeting was called to order at 3:02 pm.

Bob turned the meeting over to Lori Feehan to report on the survey responses that were received. Lori reported that we received more than a 50% response rate on the neighborhood survey.

Lori mentioned that parking issues, property maintenance of homes and common areas, and pets in regards to leasing and waste, were the hot items according to the survey.

Lori reported that homeowners showed having less conviction about enforcing the screening of porches, satellite dish regulation, IDC approval for landscape changes and repairs, and neighbors addressing each other before escalating issues to the HOA.

Lori recommended including some of the survey results in the October Newsletter. Bob confirmed that he would like Anne Register and the Communication Committee as equal partners in distributing the survey data information to homeowners.

Motion to approve the July 7, 2014 Covenants Committee minutes. Motion seconded. All in favor. Motion passed.

Bob began discussion of the Rookery cutting incident and asked the Covenants Committee to think about how they would like to approach the issue.

Giving some background, Bob reported that in speaking with Pam Gabriel, the IDC coordinator, she reported that there were never any issues with the plans that the titleholder submitted. There were no issues with the existing retaining wall, nor the drainage system that was put in place. The only issue is that the titleholder would submit plan requests and get approval, and then he would do more than what he was actually approved to do.

In the case of the Rookery cutting, the titleholder cleared and cut at least 20 feet into the Rookery.

Bob reported that the Landscape Committee in collaboration with Lawn-O-Green, has come up with a plan to reforest the damaged area. The original plan was approximately \$6500, however the decision was made to add additional mature trees, which increased the cost to \$9500.

Lori asked if the titleholder has the option to use another contractor to reforest the area. The Committee as a whole agreed that this would not be wise, as the reforestation plan is not a plan that can be followed. Not to mention it would force the Assembly to look over the project to ensure his contractors are doing things correctly and in accordance to what the Landscape Committee and Lawn-O-Green approved.

Bob asked the Committee to come up with a recommendation for a fine that he could present to the Board of Directors.

The Covenants Committee came to the agreement of a \$500 flat fine on top of the \$9500 reforestation costs. The titleholder will have 10 business days to pay for the reforestation bill and fine. If the titleholder does not pay, then on the 11th business day after having received the bill, a \$100 per day fine will commence.

Motion that a penalty recommendation for the Board is a \$500 flat fine, \$9500 reforestation bill, and \$100 per diem to begin on the 11th business day. All in favor. None opposed. Motion passed.

Bob clarified that once per diem starts, it is calendar days, not business days.

There being no further business, the meeting was adjourned at 4:15 pm

Respectfully submitted,

Lori Feehan, Secretary

Covenants Committee
Hearing on Unauthorized Removal of Vegetation from Common Areas
October 14, 2014

Members Present in Person:

Bob Davis, Lori Feehan, Peggy Watt, Linda Rinaldi and Ginger Black

Members Present by Telephone:

Lori Bate and Scott Alderson

Others Present:

Mike Parades

The meeting was called to order at 4:30 pm by Bob Davis, Chair.

Bob gave a brief presentation on rules to be followed for the hearing.

4:35 pm, Owner was invited in and was accompanied by a Landscape Architect.

Bob explained this hearing is being held at the request of the owner. Bob then outlined the procedures for the hearing as follows:

1. All parties should stay focused on the issue of what was done.
2. The owner will get 15-20 minutes to present any new material pertinent to the violation. Only the owner will be allowed to speak.
3. At the end of the owner's presentation, the committee members may ask questions.
4. The owner will then be excused and the committee will go into executive session to consider their decision.
5. The owner will receive a written decision within 5 days of today.
6. The owner has the right to appeal the committee's decision to the Board of Appeals.

4:45 pm, the owner was given the floor for his presentation.

5:10 pm, the owner completed his presentation, thanked the committee for the opportunity to be heard and left the meeting. The committee then went into executive session to deliberate.

Following discussion, it was unanimously agreed that the owner did violate the I'On rules by removing extensive vegetation from common areas, that in accordance with the governing documents is obligated to pay for mitigation of the damaged area, that the Landscape committee had asked for and obtained a mitigation plan from the I'On Landscape company, that the Landscape committee had reviewed and unanimously agreed the mitigation plan was appropriate and recommended the plan's approval to the Board of Trustees, that the Covenants committee had considered the seriousness of the violation and unanimously agreed on a recommendation to the Board of Trustees that the owner be fined \$500 and if the owner did not pay the cost of the mitigation plan and fine within 10 days of both charges being levied the owner would be subject to additional fines of \$100 per day. At the September 25, 2014 Board of

Trustees meeting, the Board unanimously approved the recommendation of the Landscape committee relative to the mitigation plan and the Covenants committee relative to the fine and directed both amounts be levied against the owner.

Accordingly, the Covenants committee finds that the sanctions levied are fully and properly supported by the facts as well as the Governing Documents of the Assembly. Therefore the Committee will not modify amend or reverse any part of the Assessment letter.

There being no further business, the meeting was adjourned at 5:30 pm.

Respectfully submitted by

Michael R. Parades, PCAM
Community Manager

Covenants Committee Decision 2014 – 002

Background

The Titleholder removed a significant amount of vegetation from the area of the Rookery located immediately behind the rear property line of the Titleholder's home. The Rookery is part of the common grounds of I'On. Section D-109 of the I'On Rules, dealing with common area use, provides that removing vegetation from common grounds without first obtaining written approval from the Assembly is not permitted. The Titleholder neither sought nor received any approval for his actions.

In response to the Titleholder's actions, the Board of Trustees and its Landscape Committee requested and received a mitigation plan from the Assembly's landscape contractor to address the damage inflicted to the Rookery by the Titleholder. The landscape contractor's estimate to repair the damage was \$9,455.

Section 2-104(b)(2)(B) of I'On's Declaration of Covenants provides that an assessment may be levied against a Titleholder who has violated I'On's Governing Documents resulting in monetary costs to the Assembly. Based upon this provision, the Board of Trustees sent the Titleholder an Assessment Letter dated October 10, 2014 by which it levied an assessment against the Titleholder in the amount of \$9,455.

Section D-109 of the I'On Rules also provides that a penalty may be assessed for violation of the Rule. Due to the severity of the damage to the Rookery as well as the flagrant nature of this violation, the Board of Trustees also determined to assess a fine against the Titleholder in the amount of \$500. Further, if full payment of the total re-planting cost, as well as the fine, was not made within ten days of the date of Assessment Letter (October 10, 2014), the Board of Trustees determined that an additional fine of \$100.00 per day would be assessed and accrue until such time as the total costs of re-planting and all assessed and accrued fines were paid in full. This fine was also described in the Assessment Letter.

Upon receipt of the Assessment Letter, the Titleholder requested a hearing before the Covenants Committee, as was his right. This request temporarily stayed the assessment of any daily penalty described in the Assessment Letter. The hearing on this matter was held before the Covenants Committee on October 14, 2014.

The Hearing

At the hearing, the Titleholder said that it was never his intent to clear land that did not belong to him. He explained that vegetation from the Rookery was hanging over his retaining wall into his yard and needed to be trimmed. It was his intent to clean up these vines.

The Titleholder said that he believed all of the land from which he removed vegetation was his property. He explained that he saw a silt fence in the vegetation and assumed that his property line extended to that silt fence.

The Titleholder stressed that he is willing to pay to fix what he has damaged. However, he stated that he does not agree with the plan for re-planting provided by I'On's landscape contractor and expressed his belief that he should have more of a voice in the solution. The Titleholder would like the plan provided by I'On's landscape contractor to be set aside while he personally engages a landscape firm to create another plan. He stated his willingness to then fund the cost of re-planting.

The Decision

The actions taken by the Titleholder in this matter were much more aggressive and extensive than merely trimming overhanging vines. The damage that occurred to the Rookery was intrusive and significant. And when asked by this Committee whether he was in possession of a survey of his property, the Titleholder responded that he received one when he purchased his property. However, he acknowledged that he did not look at the survey before commencing any of the cutting at issue in this proceeding.

The role of this Committee in the immediate proceeding is to determine: 1) whether damage was inflicted to a common area of I'On as described in the Assessment Letter; 2) whether the Titleholder was responsible for the damage; and 3) whether the sanctions imposed by the Board of Trustees for the damage are consistent with I'On's Governing documents. This Committee reaches an affirmative conclusion as to each of these issues.

This Committee notes that this entire matter could have been completely avoided had the Titleholder exercised a minimal level of care and reviewed the survey in his possession prior. As a final note, it is appropriate to summarize that the plan for re-planting the area damaged by the Titleholder was created by the Assembly's landscape contractor at the direction of the Assembly's Landscape Committee and ultimately reviewed and found to be acceptable by the full Board of Trustees. It is not the role of this Committee to second-guess that plan. The fact that the Titleholder may have another landscaper with a different plan that the Titleholder prefers is not relevant. This Committee rejects the Titleholder's position that he

should have more of a voice in the solution. Through his actions, the Titleholder violated the Assembly's Governing Documents, causing significant damage to a common area. These facts do not operate to gain the Titleholder influence or authority over property that he should not have touched in the first instance. The Rookery was not and is not the Titleholder's property.

Conclusion

It is the finding of the Covenants Committee that the sanctions described in the Assessment Letter are fully and properly supported by the facts as well as the Governing Documents of the Assembly. Therefore this Committee will not modify, amend or reverse any part of the Assessment Letter.

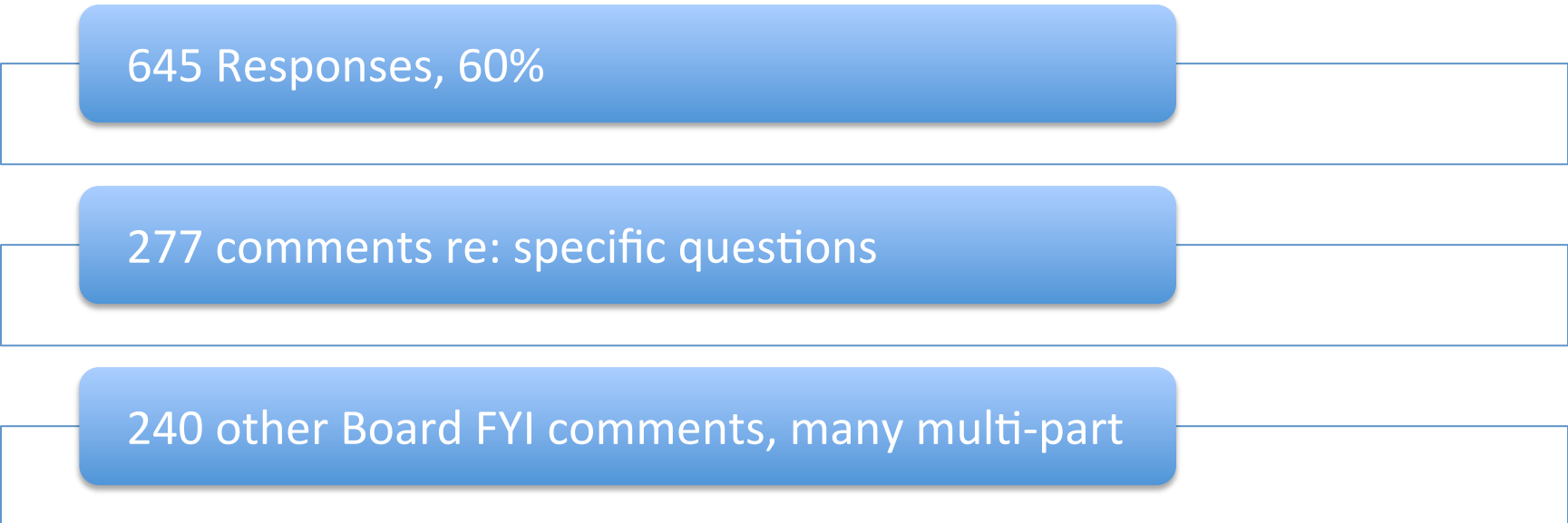
Should the Titleholder desire an appeal of this decision, he must make a written request for review by the Board of Appeals within ten days of the date of this opinion. If the Titleholder takes such action, the daily penalty described in the Assessment Letter will continue to be temporarily stayed. If he does not, the daily penalty described in the Assessment Letter will be assessed and accrue as of the eleventh day from the date of this opinion.

Respectfully submitted,
The Covenants Committee
October 17, 2014

I'On Homeowner Survey Results

September 2014

60% response to email blast in 14 days



645 Responses, 60%

277 comments re: specific questions

240 other Board FYI comments, many multi-part

Some clear priorities for our attention

- Parking: inadequate, unenforced, unpainted
- Property maintenance: insufficient homeowner AND commons attention
- Pets: waste, leash requirement

Less conviction about enforcing

- Screening of porches
- Satellite dish regulation
- IDC approval for landscape changes and home repairs
- Neighbors first addressing each other before escalating to HOA

Next Steps:

- Covenants Committee review raw survey data
- Board review raw data and Board comments
- Email blast to neighbors summarizing results and providing a link to the full survey data
- Board committees prioritize feedback for immediate and longer term attention and actions

IDC REPORT OCTOBER 2014

Rev. Date	Address	Submittal Request	Action
10/7	JANE JACOBS	PDR	AW/C
10/7	JOGGLING	CTAD/COURTYARD	AW/C
10/7	N. SHELMORE	CTES/SCREEN PORCH	NA
10/7	CIVITAS	CTES/FTR. STEPS	DEFERRED
10/7	LATITUDE	CTES/PAINT	APPROVED BY NDC
10/21	JANE JACOBS	FDR	AW/C
10/21	ISLE OF HOPE	CTES/ADU	APPROVED
10/21	PONSBURY	CTES/RAILINGS	APPROVED
10/21	N. SHELMORE	CTES/GARAGE	NA
10/21	JOGGLING	CTES/PAINT	APPROVED BY NDC
10/21	JAKES	CTES/DRIVE	APPROVED
10/21	ROBT. MILLS	CTES/FIREPLACE	AW/C
10/21	DUANY	CTES/TREES	APPROVED
10/21	N.SHELMORE	CTES/REPAIR	APPROVED BY NDC
FDR	Final Design Review		
PDR	Preliminary Design Review		
CDR	Conceptual Design Rev.		
LDR	Landscape Design Review		
CTES	Change to Existing Structure		
CTAD	Change to Approved Design		
AW/C	Approved w/Conditions or Comments		

FDR	Final Design Review	
PDR	Preliminary Design Rev	
CDR	Conceptual Design Rev.	
LDR	Landscape design Rev	
CTES	Change to Existing Structure	
CTAD	Change to Approved Design	
AW/C	Approved w/Conditions or Comments	

REPORT TO HOA – FEES AND DEPOSITS

MONTH	FEES	DEPOSITS
DEC. 2013	\$1650.	
JAN. 2014	\$3600.	
FEB. 2014	\$1600.	
MAR. 2014	\$1650.	\$5000.
APR, 2014	\$1350.	
MAY 2014	\$1450.	\$5350.
JUNE 2014	\$1800.	\$5700.
JULY 2014	\$1200.	\$1500.
AUGUST 2014	\$3850.	\$5700.
SEPT. 2014	\$3350.	\$1500.
OCT. 2014	\$ 100.	
TOTAL TO DATE	\$21,600	\$29,100

I'On Dog Park Advisory Committee Project Plan – Phase I Amended 10/13/2014

Committee Members: Brenda Uttaro (Chair), Anne Register, Cathy Davis, Sally Little, Tom O'Brien

Expert Resources to the Committee: Mike Parades, Chad Besenfelder

Goal: To develop and secure HOA Board approval for a fenced-in, off-leash dog park within the I'On Community where well-behaved I'On dogs can play and exercise in a clean, safe environment without endangering or annoying people, property, or wildlife. To create a utilitarian and well-maintained space open to responsible dog owners willing to uphold the park's rules and requirements.

Task	Point Person	Due Date	Notes
1. Refine drawings (to scale) for a dog park concept suitable for HOA-owned property near intersection of N. Shelmore and Saturday Rd.	Chad to refine the drawings he proposed to the Committee	Oct. 15	This is a critical path task
2. Consult with Chad B. to assure that proposed Park site does not involve wetland issues.	Mike Parades	Oct. 16	This is a critical path task
3. Provide Anne with any updates on Committee progress worthy of sharing at Finance Committee meeting on Oct.17 (Update would be a courtesy – but not required for any budget decision.)	Brenda	Oct. 16	
4. Consult with Pam on IDC to determine whether upscale fencing would be required for the dog park entry area at sidewalk on Saturday Rd. (vs. "living fence")	Anne	Oct. 16	
5. Prepare brief talking points to highlight positive aspects of having an I'On dog park at Homeowner's Forum on Oct. 23 @ 6PM	Brenda	Oct. 22	Site location not to be discussed until #9 is complete
6. Prepare brief progress report on Committee activities for Anne and Tom to use to update Board at 10/23 Board Mtg.	Brenda	Oct.22	
7. Update Board on Committee's progress with goal to (1) secure approval to continue planning for a park at N. Shelmore/Saturday Rd. site and (2) get Board's direction on approach for consulting with the 2 homeowners living nearest the proposed park site.	Anne Tom	Oct. 23	This is a critical path task
8. Face-to- face Committee meeting to	All	Oct. 24 or	

communicate status, finalize any concept/design issues and agree on assignments for remaining tasks		27 @ 10:30 AM	
9. Consult with homeowners per Board's direction. Coordinate with Committee on best approach for addressing/resolving any issues or concerns raised by homeowners.	TBD Tom? (As Amenities Chair)	Oct. 30	This is a critical path task
10. Based on refined drawings, secure estimates from Lawn-O-Green for park site clearing, and grading, including: installing a waterline into park, a gravel path from sidewalk to entry gate, weed barrier material laid on cleared land, hardwood mulch on top of weed barrier, and any other required landscape work.	Mike	Nov. 10	
11. Secure firm estimates for installation of fencing, including fob-operated security gate, stationary benches, and any other design features appropriately done by a fencing contractor.	Anne (Village Craftsman and A+ Fencing) Tom (Johnson & Sons)	Nov. 10	Johnson & Sons Summerville. Recommended by Chad. Phone: 843-200-6664
12. Develop proposal for registering dog park users, including requirements to provide documentation of their dog's current vaccinations and collection of a reasonable annual user fee	Sally	Nov. 10	Coordinate with Mike P c Jessica
13. Develop proposed dog park "rules" for posting on signs within Park and distributing to registering park users	Cathy	Nov. 10	Coordinate with all
14. Approach Mike Russo to work out agreement on using Creek Club overflow parking for Park users during "non-wedding" times	Tom	Nov. 10	
15. Coordinate with Committee to compile a final proposal package to present at the Nov. 20 th Board Mtg for approval to move forward to begin building the Park. (cost estimates, design details, registration and fee collection process, park rules, etc)	Brenda	Nov. 18	
16. Present proposal to Board	Anne, Brenda, Tom	Nov. 20	

Dog Part Quote

9,000 sq ft underbrush clearing: \$3,500

6,500 sq ft mulch \$2,500

Irrigation System: \$2,000

236' Living Fence: \$3,500

283' Picket Fence: \$7,500

3 Metal Gates: \$750

Water Meter and Impact Fee: \$3,000

Misc Landscaping: \$1,500

Total Basic Park: \$24,250

Fountain will be expensive to install. It will likely require a sewer connection. You may choose to install a simple garden hose instead.

Estimated Fountain Installation:

Engineering: \$3,000

Survey: \$1,000

Sewer line Connection: \$6,000

Fountain: \$3,000

Misc Costs: \$1,300

MPW impact Fee: \$4,400

Total: \$18,700 estimated fountain construction and sewer connection. This is simply boring under the street to connect to a manhole. If the street needs to be dug up, then the costs could be much higher.

These are just estimated costs and a design would need to be developed in order to calculate more accurate figures. I would be happy to help you with this if you decide to move forward.

Many thanks and please call me if you have any questions. Would be glad to meet also.

A New Amenity for I'On Families and Their Faithful Dogs

Why is a Dog Park a beneficial amenity?

- Estimate that at least 50% residents own one or more dogs
- No place in I'On where dogs can safely run, exercise, and play off-leash in a controlled (fenced) environment under their owner's supervision
- More requests for a dog park than for any other amenity at HOA Town Hall Forum in June
- Dog parks being established in neighborhoods all over the country and are considered a valuable asset
- Multiple benefits both for I'On dogs and families:
 - A safe place for dogs to play and exercise off leash
 - A place for homeowners to meet neighbors and socialize. Fosters a sense of community
 - May deter concerns about off leash dogs in the neighborhood, e.g. Amphitheater and The Green
 - Well exercised dogs are better neighbors -- more socialized and less likely to create a nuisance or bark excessively

HOA Board established a Committee to explore feasibility of a private Dog Park in I'On

- Brenda Uttaro (Chair), Anne Register (HOA Board Member and HOA Treasurer), Tom O'Brien (HOA Board Member and Amenities Committee Chair), Sally Little (interested resident) and Cathy Davis (interested resident)
- All members respected I'On residents who are active in maintaining and improving community life in I'On
- Committee is committed to thorough planning that considers residents' concerns and needs as well as the safety of the dogs and owners who choose to use the Park

Location Criteria:

- Must be a safe, accessible location for both dogs and people
- Must have ample visual and noise barriers between park and nearby residences
- Barriers should be about 25 feet and natural—either woods or dense landscaping
- Parking should be available and very close to the Park to discourage off-leash dogs between parking and Park entry
- A water source that can be tapped to provide fresh water within the Park

Access and Security:

- Five foot fence with a double entry gate.
- Security lock system which allows access to I'On residents only
- Residents who use the park will pay a reasonable annual fee to help cover key fob costs, and contribute to ongoing maintenance costs, and future improvements

Safety and Liability:

- Per SC law, dog owners (not I'On) are liable for any injuries or damages caused by their dog
- Park users will be fully and repeatedly informed about their responsibilities and liability
 - Written materials on park rules and etiquette when residents register to use the park
 - Users will sign a form acknowledging their liability when they register
 - Users must show evidence that their dog is current on required vaccinations.
 - Prominent signs at the park gate and within the park stating rules/responsibilities
 - Continuing communication with users thru I'On newsletter and website;
 - natural self-policing that usually develops with dog park users.
- Separate Big Dog and Small Dog sections or alternating hours of use

Sanitation and Maintenance:

- Waste bag stations and waste receptacles within Park like those existing throughout I'On.
- Prominent signs within the park emphasizing owners' responsibility for picking up after their dog. (Studies on existing dog parks show high correlation between the number and prominence of signs and owners cleaning up after their dogs.)
- Self-Policing is a widely practiced behavior with dog parks users
- Comprehensive grounds maintenance plan will be initiated to assure daily waste removal, resupply of waste bags, other maintenance issues
- A standing Park Committee will provide ongoing oversight and communication/collaboration with Park users to promote owner responsibilities, and ensure the Park is operated and maintained as a safe, attractive, and inviting environment for both dogs and their owners.

Noise:

- Wooded and landscape barriers surrounding Park will act as a sound buffer

Aesthetics:

- Ideally, Park will mostly be surrounded by wooded areas and or landscaping to obstruct view from street and residences
- Fencing will be a "natural fence" covered by vines and landscape plantings
- Entry way area, if visible from street could be more upscale than natural fencing
- Park design must be approved by I'On's IDC
-

Summary:

HOA Board and Dog Park Committee is committed to: thorough planning upfront, clearly understood policies and rules, continuous monitoring and communication with Park users and a comprehensive plan on how to maintain the Park. With good initial planning and ongoing follow-through a dog park can be a valuable asset within our community.

I'On Assembly Communication Committee Meeting

Participants Present: Steve Degnen, Barb Fry, Lees Baldwin, Vikki Davis, Margaret Summers, Anne Register

Meeting Date: October 9, 2014

Submitted by: Anne Register

AGENDA ITEM	DISCUSSION/DECISIONS	FOLLOW UP/ACTION STEPS
Plans for the 2015 Directory	Anne provided an update on the research she and Jessica Gosnell had done related to producing the printed directory in a format to use a small binder instead of the spiral bound book that has been used in the past. She indicated that it would be more expensive to produce the book in the initial year, but that after that, there would be a savings because most residents would simply put the new printed inserts into their binder each year. Anne also shared that she had received very little interest in either the cover art opportunity or the opportunity to place ads in the new book despite having a lengthy article in the September newsletter. She explained that she had not followed up on these needs since the design of the 2015 book would need to be decided upon first. Discussion followed about the possibility of using only an electronic version of the directory. Anne explained that that same idea had been raised at the September Assembly Board meeting. It is worth pursuing, but she feels that it should take planning, including getting input from neighbors. The printed directory has been a valued resource for a lot of residents for many years and doing away with it may not be a popular decision. Those present agreed that the change should not be made too quickly; however, given this possibility, it would be best to stay with the traditional format for the 2015 directory instead of purchasing the binders. Anne also shared that she has been tasked with finding sufficient funds for producing the books, in that the amount budgeted for 2014 has already been tapped into with a reorder of 200 copies of the 2014 directory earlier this year. Moreover, the original budget of \$3,600 was not enough to purchase books for the entire neighborhood since they average more than \$5 each. The Board did approve an allocation of \$3,000 in addition to the \$2,531 left in the budget, but the funds have to be found somewhere else in the budget. If ads can be sold, that will help defray the costs. Contact has been made with the four advertisers from last year. Comments were made about ways to cut overall costs, such as combining the alphabetical list with the street list, but the	Anne will work with Jessica to finalize what needs to be done to produce the contents for the directory as needed by the printer. Steve offered to find cover art and to help with making the beginning of the book look friendlier and more professional. Efforts will be made to emphasize that the website is the most complete resource for I'On information. A plan will be made to determine if neighbors would be satisfied with an electronic version. If another community survey is done next year, this would provide an opportunity to get response on this issue. A format for a Homeowner's Guide will continue to be discussed, based on the decision about continuing a printed directory after 2015.

AGENDA ITEM	DISCUSSION/DECISIONS	FOLLOW UP/ACTION STEPS
	group felt that both forms are useful for reference and should be included. Anne also reminded the group that the concept of a Homeowner Guide was still a project about which the committee needed to make a decision. She shared that in looking through past directories, the only informational items that had not been produced for the 2014 book, other than Biznet related ads and listings, were an annual calendar, an article about the street names in I'On, a list of Ambassadors, and a list of youth who could do helpful tasks for neighbors. Her research showed that most of what might be in a Guide was really already in the directory. Discussion continued on the Guide, and the group agreed that the familiar directory has been part of the identity of I'On. If it is determined that only an electronic version will be used in the future, at least for the residents' listing, then the Guide could become a communications element for the other information that has been in the directory. In addition, other items could be included such as lists of clubs, bike paths, etc. as well as the helpful information about I'On etiquette, etc. The Guide would also be delivered by the Ambassadors as a part of their official welcome to I'On for new neighbors.	The plan will still be to distribute the directories with the Giving Lights kits between November 22 and December 6.
Website Issues	Anne indicated that a matter came up the previous week that involved the Mount Pleasant Police Department's sending out a message through I'On Next Door. Deborah Bedell was discouraged that this vehicle was used to communicate with neighbors since it is not the officially sanctioned website for the neighborhood. Anne asked for thoughts on how to improve this. It was suggested that I'On Next Door is very friendly, in that new users receive welcomes from existing users as soon as they sign up. It also presents more of an opportunity for dialogue on an issue which some users do like. Anne shared that all I'On residents may not know that they can have access to all posted messages on the Bulletin Board. She asked if changes should be made to have this be an automatic occurrence unless a resident opted out of receiving all of the postings. Committee members agreed that this might be worth trying. It might also be possible for the Police Department to have access to the I'On website when they have important messages to offer. If such changes are made, this would be promoted in the newsletter and on the website so that neighbors are not caught off guard.	Anne will discuss these options with Jessica to determine what is possible. Changes may require the approval of the Assembly Board.
Homeowner Survey and Follow-up to the June Town Forum	Anne explained that updates on these two items were difficult to provide to the committee, a reality about which she was very disappointed. She had planned to provide a report of the survey results to the committee, since Communications had been asked to help with the plans to share information about responses and follow-	Appropriate updates will be provided to the committee members. Next steps will need to be determined by the Board.

AGENDA ITEM	DISCUSSION/DECISIONS	FOLLOW UP/ACTION STEPS
	up with the neighborhood. However, several Assembly Board members did not want to distribute any results until the Board had had a chance to discuss the findings. Now that a plan for sharing the results has been delayed, Anne indicated she did not know how things would evolve. She explained that she had hoped the community would have more information about the results as soon as possible since neighbors had been asked to respond to the survey in a relatively short amount of time. Her belief was that the Board should follow that example. Moreover, since many of the issues in the survey related to topics raised at the Forum, she did not feel that she could ask the committee to make further plans to move forward with that. In reality, the decision to do a survey that focused only on the rules of the neighborhood had interfered with the potential opportunity to get more feedback on the items from the Forum. Anne reiterated that a dialogue had begun that should be continued, but that for the time being, that will not happen. Committee members present expressed their own concerns about not sharing the raw data from the survey results with the neighborhood as soon as possible. They agreed that such action would set the example that the Board did want to keep neighbors informed. Several from the group offered to speak directly to Board members if that would help. Anne committed to keeping the committee informed, but she said that she did not feel there would be other assignments for the group during the remainder of this year, other than producing the directory. In reality, the current Board only has two months left. With delays in this survey communication as well as the interference of the holidays, it will be very difficult to move forward. It is an unfortunate setback to the good communication that started in June.	
Next Meeting Date	No meeting date was set.	

October 18, 2014

Update on Communications Issues

Since the Communications Committee met on the morning of October 9, there are updates on several issues.

1. The Assembly Board is now planning to devote at least 30 minutes of its Board meeting time on October 23 to a discussion about the results of the neighborhood survey and the next steps to be taken. If those present are satisfied with the summarized reports prepared by Lori Feehan of the Covenants Committee, then the survey results will be sent to the neighborhood on October 24. It is not yet certain whether this will be just the raw data or the comments sections as well. Obviously, the Board cannot decide in only 30 minutes all the follow-up steps to be taken related to the survey results, but an initial review will have happened. All Board members have been asked to review what Lori has prepared ahead of the October meeting.
2. Steve Degnen has been very helpful with the progress on the 2015 Directory. Based on responses for the cover photo, the one that is of the canal was most popular so that has been prepared along with the "I'On --- you're home" phrase from the website to complete the cover. Steve has also edited the first four pages of the book to have a friendlier tone and the significance of the website as the best source for information on I'On is emphasized. We've received commitments from the four neighbors who had ads on this year's book to repeat their support for 2015, which helps the budget. I'm hoping to stir up a few more ads before we run out of time. Steve also recommended we use a white spiral on the book, so that will be an appealing change as well. The residents' pages were submitted to Ross Printing on October 10, and we should receive copies for checking and editing shortly.
3. Jessica Gosnell helped me with the questions we raised about our website. She said there is really no way to send a welcoming message once someone signs up – this all has to do with the way the I'On website is constructed as opposed to the way I'On Next Door is set up. I'On Next Door is more like a social media site. She indicated that we could make changes to have all residents receive all Bulletin Board postings automatically unless they opt out. She also shared that she and Mike could be in touch with the Town of Mount Pleasant about messages that need to go to the community. If TOMP will relay those messages to them as our SCS management folks, then they can turn them into e-mail blasts as appropriate, perhaps after I or someone else on the Board, reviews them. This is a better solution than giving TOMP direct access to our website, and it will ensure that any messages sent out are really relevant for our neighbors.

Secretary Report October 23, 2014

ANNUAL MEETING COMMITTEE

- Annual Meeting Agenda (attached)

The length of the business meeting has been significantly cut down to approximately 1 hr. to be followed by the homeowner forum. This, distributed ahead of time will hopefully encourage people to attend and assure that the meeting will be run on a tightly paced agenda.

VOTE: to approve the 2014 Annual Agenda

- Proxy form and Instructions (attached)

All proxies have a submission deadline of 5pm, 2 business days before the election. Any unsigned proxy will only be directed towards the quorum. This is a change for proxy holders who plan to attend the meeting. Regardless of intentions to attend the meeting, all proxies must be submitted by the deadline. The purpose is to reduce the check in time and allow Management time to organize the ballots prior to the meeting.

The proxy form will provide the complete list of candidates and the number of open seats. No write- ins. will be accepted. This is to assure that all voters having received the list of candidates in the election mailing packet, will choose from the same list regardless of whether they vote by proxy or in person.

VOTE: to approve the 2014 proxy form and Instructions

- Ballots

The candidate list on the ballot matches the proxy form. No nominations from the floor will be accepted. This is to assure that all voters have the same list of candidates to choose from whether they've voted by proxy or at the meeting. It also allows people to know about their candidates ahead of time.

Ballots will only be handed out in person at the meeting, after verification that (a) a proxy hasn't already been submitted or (b) a change of vote has been requested. In case of the latter, that proxy is disqualified in exchange for a ballot. Proxy holders will receive their own ballot and a ballot for each of their proxies. Proxies designated to the Leadership Development Chair will have a ballot attached to each proxy for the LDC to vote on at the meeting.

- Efficient Annual Meeting

I met with Mike and Jessica this week to review the preparation rundown. Specific check in procedures will be drafted and distributed to the 4 SCS registrars ahead of time. As Board Secretary, I'll be working the check in desk to handle any complaints or complications.

Mike will be floating to supervise all.

2014 ANNUAL MEETING AGENDA W TIMELINE

A. OFFICIAL ANNUAL MEETING

7:00p (5m)

1. PRESIDENT CALLS TO ORDER

a. REVIEW THE AGENDA

7:35 (10m)

2. PRESENTATION OF THE CIVITAS AWARD (PRIOR YEAR RECIPIENT)

7:45 (5m)

3. CERTIFICATION OF MEETING NOTICE AND QUORUM (MGR.)

4. APPROVAL OF PRIOR MEETING MINUTES (PRES.)

a. ANNUAL MINUTES DECEMBER -PRIOR YEAR

7:50 (20 m)

5. BOARD CANDIDATE PRESENTATIONS (PRES.)

a. INTRODUCE EACH (SEC.)

i. EACH HAS 2 MIN.+ Q&A

8:10 (10m)

6. VOTING PROCEDURE (MGR.)¹ FOLLOWED BY SILENCE DURING THE VOTING

8:20 (5m)

7. MANAGER REPORT

8:25 (10m)

8. PRESIDENT

a. YEAR END REPORT

b. ELECTION RESULTS WITH ACTUAL VOTE COUNT 'AS SOON AS AVAILABLE'.

8:35 (10m)

9. RECOGNITION OF SERVICE TO RETIRING BOARD MEMBERS AND LONG TIME VOLUNTEER

8:45 END

10. BUSINESS MEETING ADJOURNED

(45m max)

B. Homeowner Forum (Pres.)

1. Q&A W GUIDELINES²(SEC)

9:00p CLOSE

2. ANNOUNCE ELECTION RESULTS – IF CLEAR

AFTER MEETING

(A) RETIRING PRES. SCHED ORG MEETING WITHIN 10 DAYS.

(B) MGR. SCHEDULES ORIENTATION MEETING SEE BOARD TRANSITION POLICY.

¹ 'Fill out ballots and pass them to the center aisle to be collected- stay seated.'

² Questions only from the floor mikes, must identify self by name and address (only residents, no atty reps), topics restricted to community wide interest, 2 minutes for Q&A, 1 question per place in line, respect required.

PROXY FORM—I'ON ASSEMBLY 2014 ANNUAL MEETING

Directions for Completing Proxy

The primary purpose of the proxy form is for a Titleholder to have votes counted if you are unable to attend the annual meeting. This proxy form allows you to designate another person to cast your votes exactly as you indicate on this form or to allow the proxy holder to vote at the meeting as s/he deems best. If you return the proxy form and do not specify a proxy holder to vote on your behalf, or if the person named does not attend the meeting, the Chair of the Leadership Development Committee of the Assembly, who is appointed by the board each year, will be the designated proxy holder to vote on your behalf. For 2014, the Chair is Deborah Bedell.

Directions for Proxy holders

If you hold one or more proxies from Titleholders and plan to attend the meeting, please note that these proxies must still be submitted as provided below prior to the deadline - regardless of your intentions to attend the meeting. This is to enable the management company to prepare the ballots and expedite the check in process at the meeting. Thank you.

**→ ALL PROXIES MUST BE RECEIVED OR POSTMARKED NOT LATER THAN
5 PM, Monday, December 8th**

→ NO PROXIES WILL BE ACCEPTED AT THE ANNUAL MEETING.

DROP OFF: I'On Office 159 Civitas Street, Suite 207

MAIL: I'On Assembly Secretary
c/o Southern Community Services
3301 Salterbeck St. Ste 201
Mt. Pleasant, SC 20466

FAX: 843-352-8995

EMAIL: jgosnell@scs-carolina.com

Questions? Please contact Jessica in the I'On office tel: 843-388-7547

I'On Assembly Annual Meeting December 10, 2014
Appointment of Proxy

As the record Owner(s) of property in I'On, I/we hereby appoint as proxy, (name of individual) _____ to exercise my (the undersigned's) vote as directed below at the Annual Meeting of the Assembly's members to be held on December 10, 2014. If the above-designated proxy does not attend the meeting, or if I have chosen not to designate another person above, then I hereby designate the Chair of the Leadership Development Committee of the Assembly to serve as my proxy.

Name: _____
(Please Print)

I'On Address: _____
(Please Print)

Signature: _____

Date: _____

My instructions to my Proxy are as follows:

A. To cast votes FOR the following candidates (Circle a maximum of 4)

Abigail Adams

Tom Jefferson

Billy Bob Lee

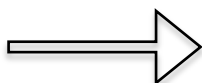
George Washington

Abe Lincoln

☐

B. To cast my votes at his/her discretion. (check the box)

Please Remember



5 PM, Monday Dec. 8th DEADLINE for Submission
NO PROXIES will be accepted at the Annual Meeting