

I'On Assembly
Board of Trustees Meeting
Thursday, February 25, 2016
Executive Session 5:00 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:
 - January 28, 2016 Board Meeting Minutes
- President's Report
 - Approve additional committee appointments
- Covenants Report
 - VOTE: to submit proposed change to Rule D104 to membership for discussion at the March Board meeting
- Communication Report
- Treasurer Report
 - VOTE to ratify revised Collection Policy
- IDC Report
- Infrastructure & Landscape Report
 - VOTE: Approve additional funding from Capital Projects for increased cost of Crosswalk projects
 - VOTE: Approve \$5,000 from Capital Projects for Phase 1 marsh path clearing project
 - VOTE: Approve \$8,000 from Reserve to replace Westlake aeration system
 - VOTE: Approve \$5,656 from Reserves to complete survey of Westlake and Eastlake to establish bottom profile
 - VOTE: Ratify funding Perseverance Park hardscape safety repairs from Reserve, current estimate \$3,600.

- I'On Trust –No Report
- Amenities
 - VOTE: Conditional approval for \$5,000 from Capital Projects for Waterfront committee to get started on design, bid package, etc
- Board of Appeals
- Secretary Report-No Report
- Adjournment

**I'On Assembly Board of Trustees Meeting
January 28, 2016**

Members Present: Bruce Kinney, Tom O'Brien, Lori Feehan, Tony Woody, Chad Besenfelder, Karen Dillard, Paul Gillis, David Thompson

SCS: Mike Parades, Lesley Ramey

Guests: Ed Clem, 167 East Shipyard Rd.

Homeowner Forum: Ed Clem attended to show his support for the Board and for the new landscaping company, The Greenery.

Call to Order: 6:03 pm by Bruce Kinney.

Approval of Minutes:

Motion to approve the November 19, 2015 Board of Trustee Meeting Minutes.

Motion Seconded. All in favor. Motion passed unanimously.

Motion to approve the December 17, 2015 Board of Trustee Organizational Meeting Minutes. Motion Seconded. All in favor. Motion passed unanimously.

Motion to approve the December 9, 2015 Annual Meeting Minutes Draft. Motion Seconded. All in favor. Motion passed unanimously.

Presidents Report:

Mike Parades stated he had the final numbers for the bill sent to Tom Graham regarding the I'On Club's share of the costs for the boating facilities at the Creek Club. The 2014 bill is \$42,633. The 2015 bill is \$7,439 for a total now due of \$50,072. The 2016 Assessment will be \$1,984 per quarter. The portion related to reserve funding will go into reserves. These numbers were not available when Bruce prepared his report.

Bruce reported on a fence issue that was not included in the President's Report. In 2015, the IDC, during a project submittal review, identified a fence on the marsh path that encroached onto the common area. The current homeowner did not build the fence but has built landscaping and irrigation around it. The homeowner has requested the Assembly grant an encroachment agreement. If the fence is damaged, it can only be replaced as it is now and will be replaced at the cost of the homeowner. Our legal counsel recommends an encroachment agreement be drawn at the homeowner's cost. However, this will not be a precedent setting agreement, and any future case would be handled individually. Bruce recommends granting the encroachment agreement to be drafted by our counsel. The agreement would be granted in perpetuity.

Tony Woody stated he would vote no on the agreement because future boards shouldn't be bound to the agreement if they want to use the common HOA property.

Motion to approve an encroachment agreement for the fence on the marsh path. Motion seconded. 7 for, 1 against. Motion approved.

Confirmation of Committee Members:

Motion to approve the 2016 Board of Appeals Committee Members. Motion Seconded. All in favor. Motion passed unanimously.

Motion to approve the 2016 Covenants Committee Members. Motion Seconded. All in favor. Motion passed unanimously.

Discussion followed on the need for 3 paid individuals on the IDC. Mike advised the Board the IDC was looking into the need for 3 paid advisors at each meeting this year. It was also noted who the voting members were on the IDC.

Motion to approve the 2016 IDC Members. Motion seconded. All in favor. Motion passed unanimously.

Tom O'Brien informed the Board that John Krainin had elected not to serve this year. Chris Colen volunteered to come on board.

Motion to approve the 2016 Dock Amenities Sub Committee Members. Motion Seconded. All in favor. Motion passed unanimously.

Motion to approve the 2016 Dog Park Amenities Sub Committee Members. Motion Seconded. All in favor. Motion passed unanimously.

Motion to approve the 2016 Athletic Field Amenities Sub Committee Members. Motion Seconded. All in favor. Motion passed unanimously.

Motion to approve the 2016 Communications Committee Members. Motion Seconded. All in favor. Motion passed unanimously.

Motion to approve the 2016 Infrastructure and Landscaping Committee Members. Motion Seconded. All in favor. Motion passed unanimously.

Motion to approve the 2016 Community Garden Committee Members. Motion Seconded. All in favor. Motion passed unanimously.

Motion to approve the 2016 Legal Committee Members. Motion Seconded. All in favor. Motion passed unanimously.

Manager's Report:

Mike Parades did not do a formal report but wanted to highlight a few key activities.

Compliance efforts have started in the neighborhood. Notices will be sent out to homeowners who are in violation of the Maintenance Guidelines or the I'On Rules and Regulations. Lori Feehan sent Meegan Graham a draft article about compliance effort beginning for the February Newsletter.

Mike is working on boat storage and short term rental issues.

Additionally, Mike recommended the Covenants Committee propose amending the I'On Rules and Regulations to reflect the town of Mount Pleasant Codes regarding animals on leashes after receiving complaints from the community.

Discussion followed with Lori Feehan asking if the Board would be supportive of that effort. Tony Woody asked for clarification about the hierarchy of town code and HOA code on HOA owned property (i.e. Mabank Green). Lori clarified that town code was foundational, but HOA rules govern for HOA owned property.

Covenants Committee:

Lori Feehan reported the Covenants Committee is working to create a clear definition of public realm as issues have been raised about the screening of trash bins. Complaints have come up about appropriate screening and what is public realm.

Communications Report:

Karen Dillard asked for the Board's support in creating a logo for the I'On Assembly and I'On in general. She stated they were meeting with I'On Trust to discuss using their brand or building off of their brand in order to be consistent throughout the neighborhood.

The Communications Committee is also working on exploring the idea of developing a mobile app for I'On. Karen will be meeting JoAnn Stadtmueller to discuss options.

There are also efforts being developed to streamline communication efforts across the various outlets.

Mike asked if Karen had an estimate to the cost of the branding. She will have an estimate at the next Board meeting.

Amenities Report:

Tom O'Brien thanked Lori Feehan and CJ Pelletier for their assistance in the 2016 Amenities Survey. Tom asked for the Board's input selecting subcommittees and volunteers for the subcommittees as well as defining the principals of selecting a project.

The survey received 482 responses with a very small percentage of duplication. There were roughly 100 potential volunteers. Lori informed the Board the survey's response rate was phenomenal, and the demographic breakdown was even across the board.

Bruce mentioned the number of responses suggesting we maintain what we have. Tom informed the Board the money was in operational accounts to maintain our current amenities. With the new landscaping company, the neighborhood will begin improving as the money is being used efficiently. Paul added that the Capital Projects fund would receive an additional \$45,000 in funds each year.

Tom is moving forward with developing committees for the Waterfront Park and the Sports Court based on the survey results. An exploratory committee will be formed for the Dock Extension. These committees would begin the process of developing a detailed plan and budget for the projects. He asked for suggestions from the Board on potential members of these committees. Karen asked about the costs of the Waterfront Park and Sports Court. Tom estimated the costs at \$30,000 for the Sports Court and \$60,000 for the Waterfront Park.

Discussion arose about applying for a permit for the Dock Extension. It was decided the Dock Extension Committee would decide when to apply.

Mike Parades mentioned other projects not in the survey that needed attention including the alley turn radius upgrades and lake aeration issues. These projects are not included in Reserve Funds.

Karen Dillard requested information about the communication needs for this survey. Tom directed her to Barbara Fry who had information on the last survey's communications plan.

Finance Report:

Paul Gillis informed the Board the Finance Committee would be transitioning to a summary report rather than the detailed report it has been getting. He would also like to develop a running Master spreadsheet to track actual cash and spending vs the projected cash and spending. The community will be incurring a large number of costs in the next 8 years, and the finances are in good condition to absorb those costs.

IDC Liaison Report:

David Thompson reported the IDC would like the Board to continue to push and support efforts to bring homes into compliance. The IDC would also like a program developed where new Homeowners are introduced to the role and goal of the IDC. In addition to this program, Mike Parades has offered to speak to realtors about the I'On Governing Documents and operation so they will be able to pass on the information to potential new residents.

Mike added there were 85 re-sales in 2014 generating approximately \$105,000 and 79 re-sales of homes in 2015, generating \$112,000. In comparison to 2014, it appears values in the neighborhood are rising. Mike added he would be willing to hold a new Homeowner orientation quarterly to introduce new residents to all aspects of I'On.

Tony Woody brought up homeowners not being allowed to sit in or present in front of the IDC. Discussion followed regarding the process the IDC uses and allowing homeowners to present their case or sit in the room.

Landscape and Infrastructure Committee Report:

Tony Woody asked the Board to approve the rejuvenation of Eastlake and Westlake plant materials as recommended by the Greenery at a cost of \$2,250 drawn from the Capital Reserves.

Motion to approve the rejuvenation of Eastlake and Westlake plant materials. Motion Seconded. All in favor. Motion passed unanimously.

Discussion followed regarding establishing a communications schedule with the Greenery when spraying occurs for the safety of community members and pets.

Mike is gathering proposals for rejuvenating the athletic field. The proposals will be presented at the next Board meeting.

Tony Woody also confirmed the beginning of construction on the crosswalk project and a tree company beginning on this year's street tree pruning.

Lori Feehan inquired about communication efforts to keep the community up to date on the landscape rejuvenation efforts.

I'On Trust:

No report from the Trust. It was noted The Trust will not require funding from the I'On Assembly this year.

Bruce Kinney asked for a volunteer to be the Board's Trust Liaison. Tom O'Brien volunteered.

Motion to approve Tom O'Brien as the Board's Liaison to the I'On Trust. Motion Seconded. All in favor. Motion passed unanimously.

I'On Company Liaison:

Chad Besenfelder noted the last item to be completed for turnover of the canals is the installation of new circulating pumps in the canals. The Founder agreed to provide the funding for the pumps. The Founder will pay the funds to the Assembly and the Assembly will then have the installation done so that the Assembly holds the warranty. Chad has requested a check which should be received shortly. With the completion of the pump installation, the deed transferring the canals will be recorded.

Chad asked Mike about the speed limit signs being removed. Mike replied they were being taken down by our maintenance man. Mike also informed the Board the Town of Mount Pleasant Traffic Committee should be looking at the speed hump proposal within the next few months.

It was noted the Town has offered to meet with any HOA to discuss issues of mutual benefit. All agreed this would be a good idea. Mike was asked to set up a meeting.

Closing Remarks:

Bruce discussed the history of the transfer fees and how they are serving their purpose by providing for the maintenance and growth of I'On.

Mike updated the Board on outstanding Assessments. 2016 Assessments are tracking better than this time in 2015.

There being no further business to come before the Board of Trustees, the meeting adjourned at 7:32pm.

Respectfully submitted by

PRESIDENT'S REPORT

Creek Club Litigation

Last month it was reported that the Assembly was seeking an agreement between the Defendants and all of the Plaintiffs clarifying how the bond proceeds are to be disbursed if the trial court's rulings are upheld on appeal. This issue is not deemed critical, and there is nothing new to report at this time

Aherne Vs. I'On Homeowners Assn,

A Bench Trial has been scheduled in the Charleston County Small Claims Court for Monday, March 7th, 2016.

Boating and Dock Usage by I'On Club Members

It was reported last month that the I'On Club had been invoiced for its cost-sharing obligations for the I'On boating facilities from 2014 through 2016. We have not received any payment from the Club or any indication of its intention to pay. Accordingly, the Assembly's General Counsel sent a letter advising the attorney representing the Club that (1) the Assembly has the right to enforce the Club's cost-sharing obligations, (2) if payment is not made the Assembly intends to enforce payment from the Club, and (3) the Assembly will deny access to the boating facilities to Olde Park residents who are members of the Club since the rights of Olde Park are contingent upon receipt of cost-sharing payments.

Tom O'Brien and I met with some Olde Park residents and members of their HOA earlier this month. We advised them of the Club's financial obligation to the Assembly, and its unwillingness to make payment. The possibility of denying Olde Park residents access to the boating facilities was discussed at that time, and I have subsequently notified the Olde Park HOA president of the Assembly's action. We are hopeful for an expedited resolution of this issue before the upcoming boating season.

Phase 11 Tiny House

Last week a concrete slab was poured on the civic lot located at the end of Mobile Street in Phase 11. An email blast was sent to everyone in I'On advising them of what had transpired, along with a copy of a memo from Vince Graham that was previously sent to all Board members elaborating on the "tiny house" concept for those interested. At the date of this report, the town of Mount Pleasant has issued a Cease and Desist order stopping any further work because no building permit was ever issued. Mike was also advised that what has been built does not comply with TOMP codes. There are still questions,

including whether an unoccupied prototype structure would even be permitted on a civic lot. More details will follow as they become known.

Converged Services Consulting (CSI)

Last week Mike and I met with a representative from CSI. CSI is a bulk broadband procurement consulting firm based in Florida. Simply put, CSI proposes to survey our community to determine what digital services are being used and from which providers. It would then send customized RFP to the significant providers with the objectives of (1) obtaining a commitment to install the most up-to-date infrastructure (such as fiber optic vs. cable) throughout I'On, (2) negotiating more favorable rates and terms in a bulk agreement, and (3) generating financial compensation for the HOA. Individual homeowners would still be free to select any service provider they choose just like now, and there would be no cost to the Assembly.

Programs like what was proposed are in place in other condominium and homeowner associations, and can be checked out. The company was introduced to us through SCS. But more study needs to be done to determine whether CSI is the best consultant available and if there would likely be real benefits for residents. This evaluation could logically fall under either Infrastructure and/or Amenities. Or an ad hoc committee could be formed to work with Mike to develop a point of view since SCS is already looking into it with other communities. I'm sure there are I'On residents who have either current or past cable/broadband experience who could be of great assistance. So I will be asking for Board input on Thursday.

Bruce Kinney 2/22/2016

Minutes of the Covenants Committee Meeting
February 17, 2016

Members Present: Lori Bate, Linda Rinaldi, Adam Robinovitz

Members Absent: Scott Alderson, Lori Feehan

Also Attending: Mike Parades, Lesley Ramey

1. Members discussed a boat that was not properly screened from the street. The owner agreed to add plant material when the weather warms to appropriately screen the boat. The Committee agreed to continue to monitor the situation in the Spring.
2. A possible short term rental violation was closed as members received documentation showing the rental contract was longer than 28 days. Mike updated the committee on two other possible short term rental violations. One case was closed due to changes in home ownership. Mike will follow up on the other possible short term rental violation by requesting more information.
3. Mike informed Members a home with a grandfathered boat trailer storage exemption had been sold, and the exemption agreement will not carry over to the new owner.
4. With respect to Rule D-104 as discussed at the previous meeting, the Committee agreed language of D-104 should be changed to:

Trash and refuse containers shall be stored inside of the dwelling or garage on a lot or otherwise at the rear or side of the lot and adequately screened **from the street (a street is defined as a road owned by the Town of Mount Pleasant)** with architectural and/or landscape elements in a manner approved pursuant to Article IV of the Declaration. Each Titleholder shall keep all parts of his or her lot in good order and repair, and free from debris.

5. Lesley gave an update on feedback from homeowners on the approximately 120 courtesy reminders. Generally, the feedback has been positive. However, the language of the courtesy reminder has been changed to better reflect its purpose.

Respectfully Submitted,

Lori Feehan
Chair, Covenants Committee

I'On Communications Committee Board Report

February 25, 2016

Karen Dillard

The Communications Committee met on Thursday, February 11, 2016. The following is a current status and decisions required from the Board.

- Logo – we are continuing to discuss and have conversations of how best to pursue a logo for the I'On community. We have a vendor we plan to work with (Craig McLaughlin who did the I'On Trust logo in 2009). We will have Craig join the next Communications meeting on 3/17 to discuss next steps of a logo/branding campaign. Once Craig has a better idea of what we need and he explains what we need to do to get there, then he will be able to prepare a quote. The idea is that we have a logo with branding elements (color, font, etc.,) that can be used by many aspects of the community including the Assembly, the IDC, the community itself, the 5 boroughs, etc. We want a cohesive plan that can tie everyone together yet give everyone their own identity.
- We are still pursuing the possibility of a mobile app. Unfortunately the most cost effective way to build one (via our website vendor Association Voice) is not a viable option, so we would have to pursue this with a stand-alone vendor. This will take time to pursue and could be cost prohibitive.
- We would like the Board's approval to purchase Constant Contact, an email marketing tool that will allow us to send emails and track the type of usage we are getting from those emails and newsletters. We will be able to tell who's opening the emails, where they click, etc. We would like to purchase a one year subscription at \$24.50 per month totaling \$294. We have many means of communication within I'On, yet we have no way to tell who is reading what or what they are paying attention to. This will be an inexpensive yet effective way to measure the impact of our communications.

Treasurer Report

February 2016 Report

January Budgeted Revenues and Expenses – *started year on a positive trend*

- Transfer fees of \$6,500 ahead of budget by \$2,000
- IDC revenue slightly ahead of budget
- Expenses were under budget by about \$7,000 for the month but variability of some expenses likely to reduce positive variance as year progresses

Balance Sheet – *cash position strong and 2016 dues collections modestly ahead of last year*

- Operating cash exceeds the prior year with \$724,000 available as of 1/31/16 representing 10 months of average monthly expenses
- Collections of annual HOA dues are ahead of last year with 83% collected as of 1/31/16 vs. 77% collected as of 1/31/15
- Uncollected HOA dues at 1/31/16 were \$142,000 but were down to approximately \$63,000 by mid February representing a 94% collection rate on dues bill for 2016.

Reserves – *reserve spending to pickup in 2016 with some reserve study work accelerated*

- The HOA is well reserved with Contingency, Insurance and I'On Trust reserves established and funded
- Replacement reserves will be funded at \$119,500 during the year which was the required minimum using the cash method based on the most recent reserve study
- Total reserves were \$1,349,000 as of 1/31/16
- Replacement reserves totaled \$991,000 and are slightly ahead of the reserve study projections – project to forecast near year spending ongoing

Reserve Investments – *investment income low but expected to grow over time*

- Current replacement reserve investments total \$1,164,000 as of 1/31/16
- The portfolio consists of a series of FDIC insured CDs from various financial institutions with a weighted average yield of .63% and weighted average maturity of .7 years with estimated income of \$8,900.
- The investment securities held are consistent with the investment policy approved by the HOA Board

2016 Finance Committee Goals – *build on prior year accomplishments*

- Implement full fund accounting for Reserve Accounts – Done
- Develop tracking worksheet for monitoring reserve spending against projections
- Revise collection policy to insure small balances (<\$1,000) are collected – Approved at January Finance Committee meeting

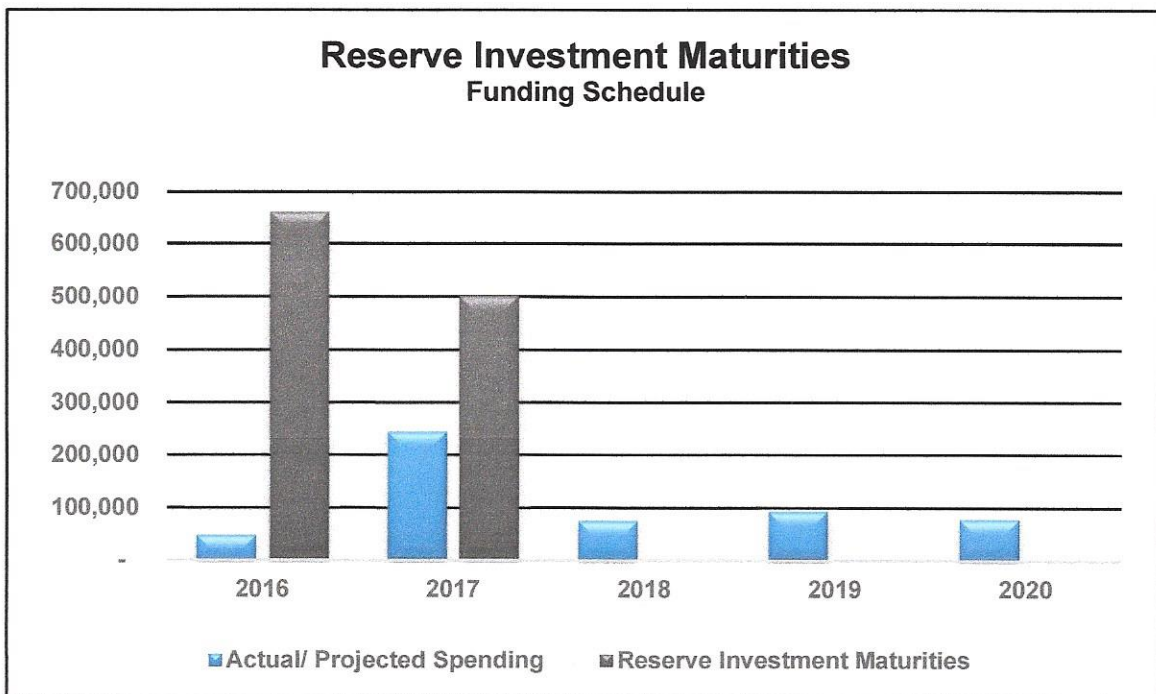
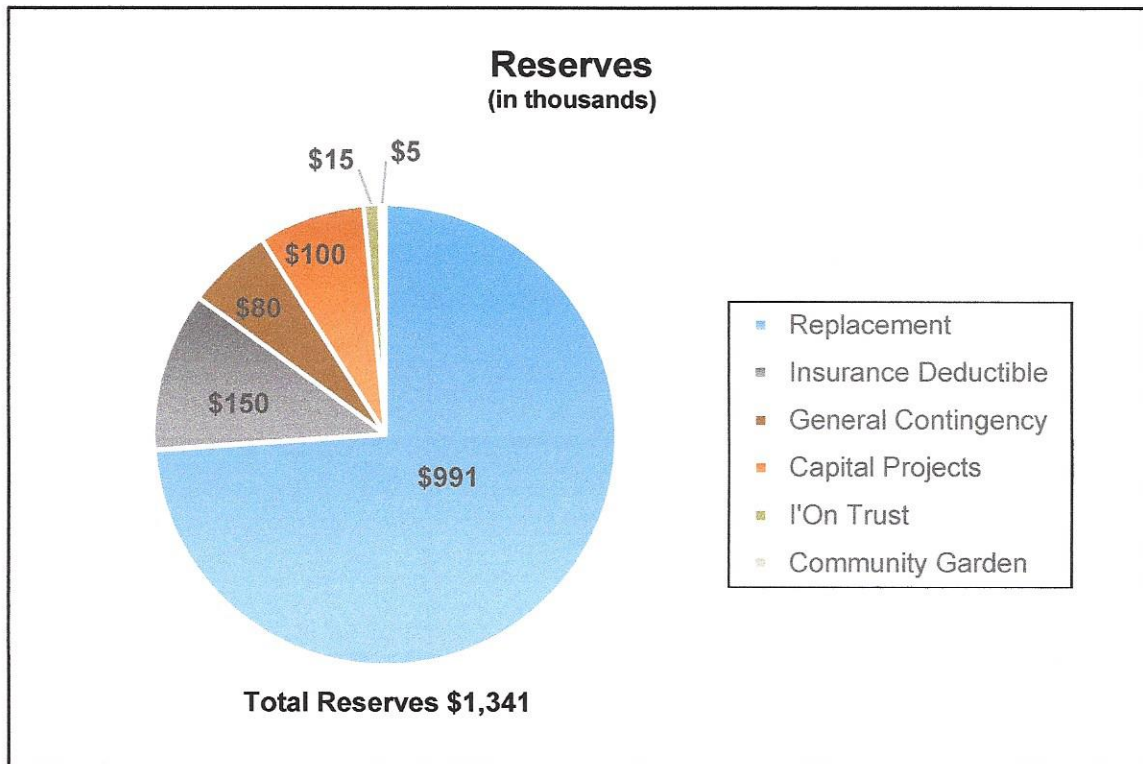
Executive Dashboard
As of 1/31/16

Summary	Prior Years Actual		Annual	YTD	YTD
Income Statement	2014	2015	Budget 2016	Actual 2016	Budget 2016
Assessments	\$ 759,570	\$ 760,835	\$ 800,100	\$ 799,050	\$ 800,100
Delinquent Dues	(8,394)	(9,032)	(6,000)		
ITC Revenue	27,350	22,650	15,000	3,050	2,000
Dock Closure Rev	-	21,700	24,500	60	350
Other	20,050	10,498	6,600	1,374	200
Total Revenue	\$ 798,576	\$ 806,651	\$ 840,200	\$ 803,534	\$ 802,650
Administrative	\$ 218,943	\$ 232,471	\$ 266,596	\$ 16,428	\$ 20,150
Legal	80,209	37,297	25,000	1,815	2,083
Landscaping & Maintenance	351,455	379,963	348,200	21,596	24,905
Utilities and Ins	113,764	106,057	114,484	5,403	5,474
Reserve Contribution	27,500	39,000	39,000		
Capital Projects	-	-	46,000		
Total Expenses	\$ 791,871	\$ 794,788	\$ 839,280	\$ 45,242	\$ 52,612
Net Surplus	\$ 6,705	\$ 11,863	\$ 920	\$ 8,254	(1)

(1) Amount ahead of budget

Receivables			1/31/2015	1/31/2016
Delinquent Dues	Dec-14	Dec-15	Prior Year	Current
Dollar Amount as of	\$ 35,302	\$ 20,738	\$ 171,956	\$ 140,364
% of Assessments	4.6%	2.7%	22.6%	17.5%
# Past Due	33	12	141	125
# of liens filed	1	4	18	6
# in foreclosure	4	2	6	2
Operating Cash on Hand	\$ 398,318	\$ 494,766	\$ 625,956	\$ 723,862
Months in Reserve	6.0	7.5	\$ 9.5	\$ 10.3

Executive Dashboard
As of 1/31/16



I'ON ASSEMBLY, INC.
COLLECTION POLICY
REVISED FEBRUARY 19, 2016

WHEREAS, ARTICLE II, 2-104 of the Covenants, Conditions, Restrictions and Easements specifies the duty and obligation of each Titleholder to pay assessments to fund the expenses which the Assembly incurs or expects to incur and sets forth the obligations that may be imposed for failure to pay assessments, including the obligation to pay late charges in such amount as the Board of Trustees may establish by resolution, AND interest computed from the Due Date at a rate of 10% per annum or such higher rate as the Board of Trustees may establish, subject to limitations of Applicable Law, on delinquent assessments, AND the costs of collection including reasonable attorney fees; AND

WHEREAS, the Assembly has contracted with a professional management company to provide management services and supervision over certain contract services to the Assembly; AND

WHEREAS, the Board of Trustees has determined the need to amend the previously approved Collection Policy,

NOW THEREFORE, be it resolved that the Board of Trustees has elected to authorize its management agent to carry out the following amended policy with respect to all delinquent accounts, reserving to itself the right to modify or intervene in certain cases, as the Board sees fit.

- Payments of assessments are due on the date specified on the invoice (the “Due Date”) and will be delinquent after the final day of the month in which the Due Date occurs. (For example, if the due date is January 1, payments will be delinquent as of February 1.) If a payment becomes past due, the Titleholder shall be charged a one-time late payment fee of \$25.00, AND interest will be charged at 10% per annum, computed from the Due Date on the unpaid balance. In addition, a \$10 administrative fee will be charged.
- If payment is not received by the end of the second month following the Due Date, a second late notice will be sent and a \$25 administrative fee will be added.
- If payment is not received by the end of the third month following the Due Date, then the management company shall refer the account to legal counsel to file a lien on the Titleholder’s property. The Titleholder shall be responsible for all costs, expenses and fees associated with the collection of the delinquent assessment, including reasonable legal fees, whether or not suit is filed, as provided for in the Declaration of Covenants. Additional administrative fees of \$75 will be charged.

NOTE: If the assessment bill is returned due to an incorrect address, the management company shall perform the following actions:

- Check the Charleston County tax records to verify the address on file for tax bills and/or
- Verify the Titleholder’s correct address by either calling any number listed in the Titleholder’s record, and by consulting with the Finance Committee and/or the full Board as specific circumstances dictate.

**I'On Assembly, Inc,
Collection Policy Revised
February 2016**

- The performance or non-performance of this additional address verification by the management company shall not relieve the Titleholder of responsibility for any late fees, interest or legal expenses.
- When the account becomes 120 days past due and the amount of the delinquency (whether from annual assessments, fines or other amounts) exceeds \$1,000.00, including applicable late fees, interest, collection costs and attorney's fees, as well as any outstanding fines for violation, foreclosure action shall be authorized against the delinquent Titleholder. **When foreclosure action is necessary, the Collections Attorney will continue to take action against the property owner, even if the past due amount falls under \$1,000 because of partial payments, until the balance is paid in full.**
- Payment Plans: In cases of demonstrated hardship, and prior to referral to legal counsel for collection, the Board of Trustees may authorize the management company to accept a payment plan offered by the delinquent Titleholder; provided, that the proposed payment plan meets the following criteria:
 - The proposed plan requires the Titleholder to immediately sign a payment agreement and pay 25% of the total fees owed to the Assembly, including the annual assessment and any applicable late fees, collection costs and attorney's fees, including a one-time \$30.00 SCS administrative fee (the "Initial Lump Sum Payment"); and
 - The proposed payment plan requires the Titleholder to pay the remaining balance owed the Assembly in no more than three additional monthly payments following the Assembly's receipt of the Initial Lump Sum Payment; and
 - In the event that a single payment is missed, the entire payment plan shall become null and void and the remaining balance shall become due immediately, and the Assembly shall proceed with the appropriate collections actions in accordance with the policy.

The Board of Trustees reserves the right to modify this policy at any time in its sole discretion.

This is to certify that the Board of Trustees adopted the Revised Collection policy by unanimous consent, effective February 25, 2016, until such date as it may be modified, rescinded or revoked.

February 23, 2016,

To: Mike Parades

From: David L. Thompson

RE: VP report IDC meetings February

Attended two IDC meetings, 2/2/16 and 2/16/16.

Meeting on February 2, 2016

Ten homes were reviewed-1 new home, 5 homes for landscape changes, 2 hardscape issues, 1 Solar Panel request. 2 appeals filed by homeowners, 2 deadlines not met (letters being sent to notify pending fines)

Meeting on February 16, 2016

Twelve homes reviewed-new home approval (continued from 1st meeting), window and doors change request, 4 new ADU/carport requests, 3 landscape changes.

IDC believes that it should have a voice in TRASH can placement discussion. When reviewing changes to landscape, hardscape, or new construction IDC is responsible for insuring proper screening on receptacles. The fact that I'On has alleys is what distinguishes it from other neighborhoods. If IDC does not maintain policy of screening trash and mechanical equipment, I'On will be less compelling.

IDC HOA REPORT FEB 2016

[illegible]

REPORT TO HOA – IDC FEES AND DEPOSITS

2016

	Fees	Deposits
Jan	\$ 3,050.00	\$ 7,500.00
Feb	\$ 1,200.00	\$ 2,200.00
March	\$ -	\$ -
April	\$ -	\$ -
May	\$ -	\$ -
June	\$ -	\$ -
July	\$ -	\$ -
Aug	\$ -	\$ -
Sept	\$ -	\$ -
Oct	\$ -	\$ -
Nov	\$ -	\$ -
Total	\$ 4,250.00	\$ 9,700.00

Report
Infrastructure & Landscape Committee
February 15, 2016

Attendees

1. Mike Parades
2. Tony Woody (Chair)
3. Chris Marsh (Greenery)
4. John Powers
5. Chad Besenfelder

Old Business

1. Alleys – The Reserve Study contemplates doing approximately 1/5th of the alleys each year. None have been done since the original reserve study was completed in 2011. A preliminary review has been completed to include adding turn radiuses where needed, making necessary repairs and then seal coating. Funds would come from Reserves.
 - a. Survey complete and repair areas have been noted on exhibit. Assembly Manager is in process of obtaining proposal for repairs. **Proposals were received. Proposals to be revised based on input from Committee and available for a vote at the March meeting.**
 - b. Assembly Manager in process of obtaining information on seal coat. Committee hopes to evaluate seal coat application for other areas, and if acceptable, obtain proposal for application on alleys. **Committee received a presentation on an improved seal coat application. Assembly manager to arrange for committee to review an application.**
2. Crosswalks – The committee discussed where crosswalks would be most beneficial for the neighborhood, and concluded that a crosswalk across North Shellmore at Civitas (at the Square), and a crosswalk across North Shellmore at Sowell (at Sweet Olive) are most important. The committee then discussed the existing crosswalks on Sowell at Ponsbury, and Eastlake at Sowell, and decided they could be removed and replaced with asphalt. Plans have been approved by Town of Mt. Pleasant and encroachment permit has been issued for the work.
 - a. Assembly Manager is compiling proposals for the crosswalks at North Shellmore at Civitas and North Shellmore at Sowell. Funds to come from Capital Projects Budget.
 - b. No work at Sowell at Ponsbury and Eastlake at Sowell.
 - c. **Assembly Manager began work at crosswalks on North Shellmore with Contractor that subsequently declined to continue with the work. A new bid was solicited and received for \$18,000. The funds will come from Capital Projects budget. VOTE REQUIRED.**
3. Creek Club Loading Zone and Parking Area – Goal is to create a long range master plan based on survey results. Chad created a draft plan. Committee directed Assembly Manager to ask

Design Consultant for a fee to assist with the process and establish a time for him to meet with the Committee to discuss objectives and strategy. **No change.**

4. Stormceptor cleanout – Committee to evaluate need and set up schedule for cleaning. This item is not a priority. Mike to contact Eddy's for quote. **No change.**
5. Canals – Committee is working with The I'On Company (TIC) to turnover the Canals to the Assembly. Below are the notes from the initial walk through...
 - a. At the head of Jefferson Canal there is a hole that was dug by the company that did the inspection of the canal bulkhead to inspect the tie back system. Hole to be filled.
 - b. TIC is going to provide a copy of the canal bulkhead inspection report. The Assembly funded an independent report previously.
 - c. TIC to clean all paths and install gravel on Lafayette on the Westlake end where there is just dirt.
 - d. In discussions with TIC regarding the repair and or replacement of the circulator pumps.

Above items completed. The I'On Company agreed to pay for the cost of the new pumps and provide a four year warranty on retaining walls. Once payment is received from The I'On Company the Assembly will replace the pumps and accept ownership of the Canals.

Assembly Manager to provide update.

6. Sports Field – Survey complete.
 - a. Committee to create master plan to identify location of a new basketball / sports wall court, dog park, and show their relative location to the other uses. **No change, waiting on survey results.**
 - b. Committee reviewed soccer field condition after top dressing and over seeding from last year. The field has several areas that remain bare because current grading does not provide good drainage, lack of vegetation, soil condition, etc. Assembly Manager to ask for recommendation, proposal, and schedule form Landscape Maintenance Contractor to restore the sports field to a Class A condition. Committee to consider winter over seeding for next year. **No change.**
7. Dock Gates – in process of installing gates at the Pavilion Dock and East Lake Boat House. Gates will have latches, and not be locked. Pavilion Dock gate is not working well and should be repaired and or replaced. Assembly Manager to contact gate provider and report back on options for repair. Repair to occur prior to end on March. **Assembly Manager to provide update.**

New Business

1. **Five Year Plan**- Greenery prepared a five year plan to rejuvenate the various hardscape and landscape common areas throughout the neighborhood. See attached I'On Five Year Plan document.
 - a. Assembly Manager to obtain recommendation and cost to prune vegetation along marsh path between Creek Club and its connection to Saturday Road. Committee will evaluate pruning and recommend additional pruning based on success of test area. **It is difficult to determine a fixed cost because of the unknowns associated with this activity. Because of the unknowns Committee recommends approving \$5,000 for the work, which will begin at connection of trail to Saturday and extend towards Creek Club. Funds will come from Capital Projects Budget. VOTE REQUIRED.**
2. **Lake Aeration** – Assembly Manager to investigate removal and replacement of pond aeration systems for East Lake and West Lake and bring recommendation and cost to Committee for review. **Committee recommended proceeding with West Lake aeration and holding on East Lake aeration until next year. The cost to remove and replace the current aeration system is \$8,000. Funds to come from the Capital Projects fund. VOTE REQUIRED.**
3. **Tree Pruning** – Street tree pruning to begin the first week of February. This is second year of a four year rotation. **Assembly Manager to provide update on progress.**
4. **Lake Survey** – Committee recommends performing a hydrographic survey of the two lakes to use as a basis for determining the cost of lake dredging. The Reserve Fund has a significant amount of funds to this work that may or may not be necessary. The cost for the work is \$5,656 and will come from the Capital Projects fund. **VOTE REQUIRED.**
5. **West Lake Path** – The Committee discussed the West Lake path improvements identified in the Five Year Plan published by the Greenery. The cost for this activity is \$60,000, and the funds will come from the Reserve Budget. Committee Chair and Assembly Manager will elaborate on the work. This item is on the Report for discussion only.
6. **Perseverance Park Hardscape Repairs** – In accordance with the Five Year Plan Committee recommends completing the hardscape repairs in Perseverance Park for \$2,900. The funds will come from the Reserve Budget. **VOTE REQUIRED.**
7. **Committee recommends combining the Landscape and Infrastructure Committee into one Committee. The recommended committee members are Chad Besenfelder and John Powers.**

Waterfront Park Committee February 2016 Report

To: Tom O'Brien, Amenities Committee Chair

From: David Niemann, Waterfront Park Committee Chair

In February,

- Held initial meeting with committee to discuss improvements
- Second meeting held with David Niemann, Mike Parades, and original I'On landscape architect Sheila Wertimer, who agreed to take on our project.

Next steps are to get board approval of planning budget to cover initial cost, site/tree survey completed, WF committee to complete initial design, then submit to landscape architect.

Items needed for HOA board approval:

1. Approval of planning budget of \$5,000. This would be to cover site/tree survey and the services of landscape architect.

NOTES:

- 1.) BEARINGS SHOWN HEREON ARE MAGNETIC AND AS SUCH ARE SUBJECT TO LOCAL ATTRACTION.
- 2.) THIS PROPERTY APPEARS TO BE LOCATED IN FLOOD ZONE "A" (EL. 12) AS DETERMINED BY SCALING FROM FEMA FIRM PANEL #45019C 0509J, DATED 11/17/2004. BEFORE CONSTRUCTION AN APPROPRIATE LOCAL BUILDING OFFICIAL SHOULD VERIFY ZONES.
- 3.) AREA CALCULATED BY THE COORDINATE METHOD.
- 4.) THIS PLAT REPRESENTS A SURVEY BASED ON THE LISTED REFERENCES AND IS NOT THE RESULT OF A TITLE SEARCH.
- 5.) USE OF UNSEALED COPIES OF THIS DOCUMENT IN ANY COURT, FINANCIAL, OR LAND TRANSACTION, OR FILING WITH ANY PUBLIC AGENCY OR OFFICE IS UNAUTHORIZED USE AND IS A VIOLATION OF FEDERAL COPYRIGHT LAWS.

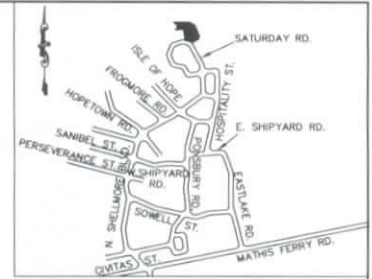
LINE TABLE		
LINE	LENGTH	BEARING
L1	11.79	N88°02'50"W
L2	8.26	N74°52'22"W
L3	20.34	N80°20'07"E
L4	19.58	S72°14'28"E
L5	25.24	N79°10'42"E
L6	16.43	S89°00'44"E
L7	23.17	S40°18'52"E
L8	10.51	S26°19'43"E

CHARLESTON CO. R.M.C.

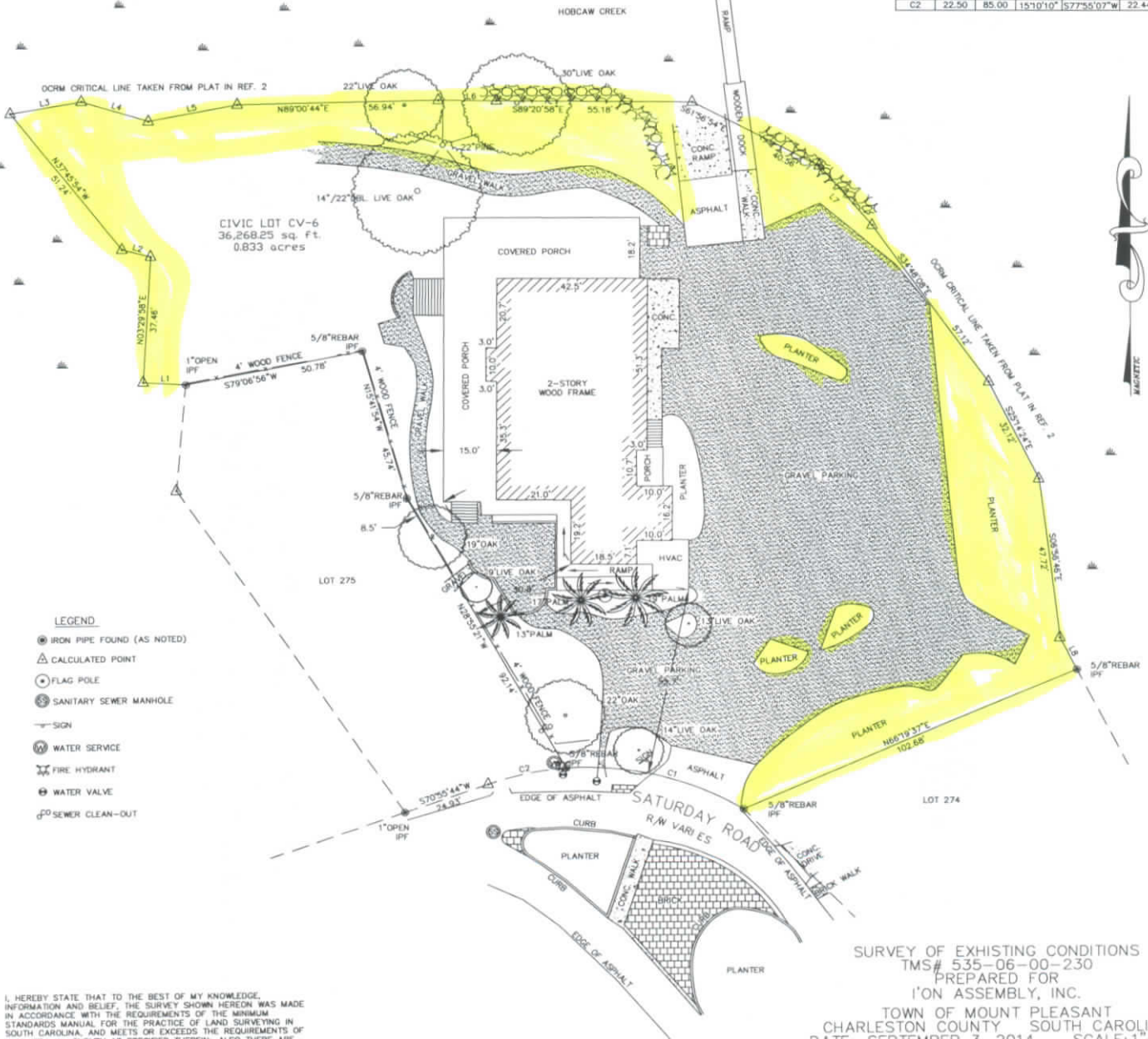
REFERENCES:

1) TMS# 535-06-00-230

2) PLAT BY ELLIOTTE QUINN
DATED JANUARY 26, 2001
PLAT BOOK EE, PAGE 573

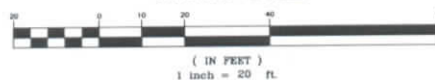


CURVE TABLE				
CURVE	LENGTH	RADIUS	DELTA	CH.BRG.
C1	52.21	85.00	352°11'29"	N72°55'33"W
C2	22.50	85.00	151°0'10"	S77°55'07"W



I, HEREBY STATE THAT TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF, THE SURVEY SHOWN HEREON WAS MADE IN ACCORDANCE WITH THE REQUIREMENTS OF THE MINIMUM STANDARDS MANUAL FOR THE PRACTICE OF LAND SURVEYING IN SOUTH CAROLINA, AND MEETS OR EXCEEDS THE REQUIREMENTS OF A CLASS "A" SURVEY AS SPECIFIED THEREIN; ALSO THERE ARE NO VISIBLE ENCROACHMENTS OR PROJECTIONS AFFECTING THE PROPERTY OTHER THAN THOSE SHOWN.

GRAPHIC SCALE

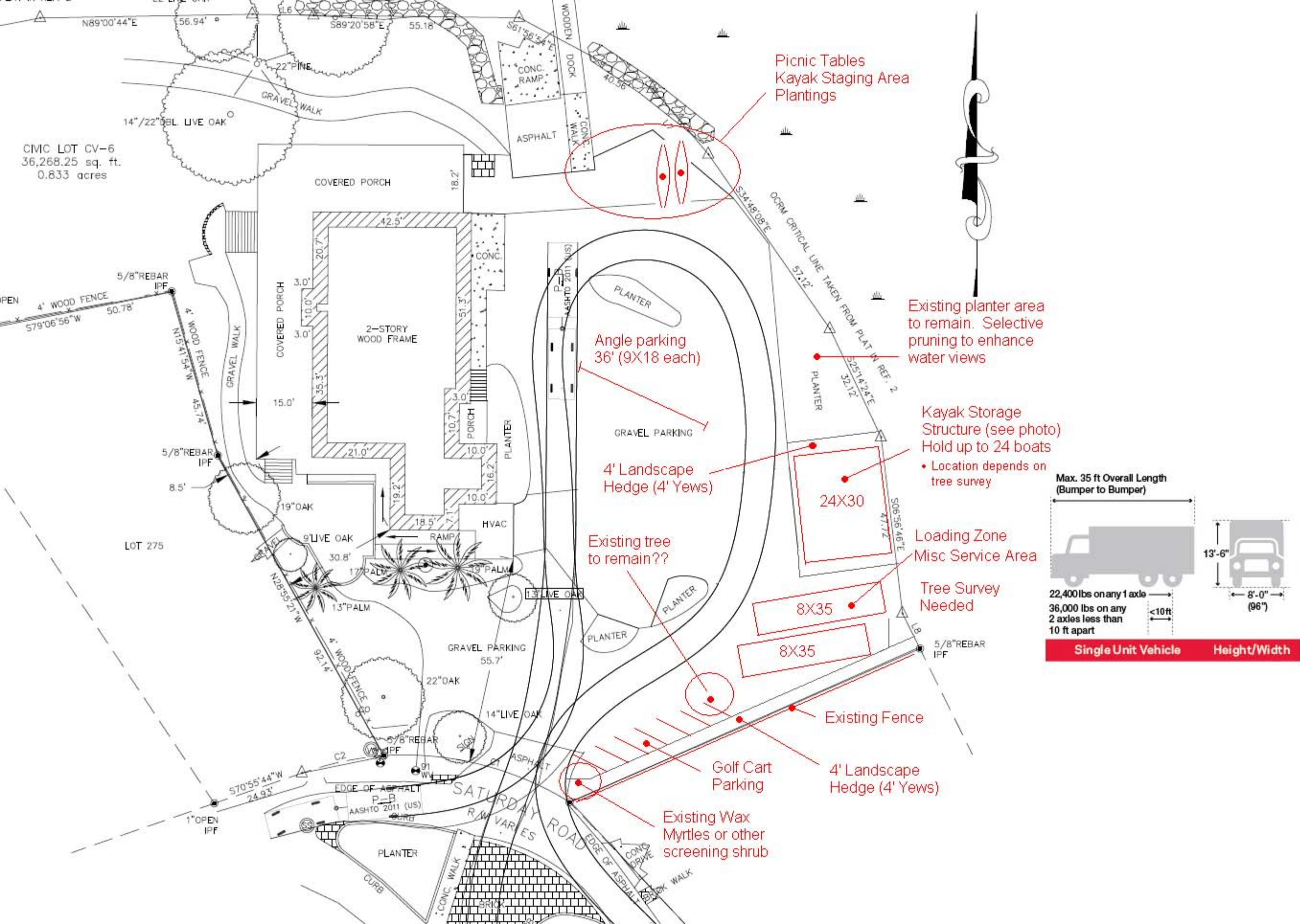


SURVEY OF EXISTING CONDITIONS
TMS# 535-06-00-230
PREPARED FOR
I'ON ASSEMBLY, INC.

TOWN OF MOUNT PLEASANT
CHARLESTON COUNTY SOUTH CAROLINA
DATE: SEPTEMBER 3, 2014 SCALE: 1"=20'



JAMES T. REID P.L.S. S.C. No. 17228
REID SURVEYING, LLC
PO BOX 20182 CHARLESTON, SC 29413
(843) 367-1412 FAX (843) 300-1107



Below is a photo of a kayak storage structure in Kiawah. Tony may have suggestion something like this photo below. Looks great in my opinion.

I estimate each bay 6' with poles to support the roof. Two person kayak is about 22 to 23 feet long. Kayaks about 2'4" wide. 6 kayaks in each 6 foot bay would store 24 boats in a 24X30 structure.



From: Tony Woody [<mailto:tonywoody1964@gmail.com>]

Sent: Sunday, August 16, 2015 9:44 PM

To: 'Mike Parades'; 'David Beckmann'; 'Jessica Gosnell'; 'Joe Fordney'; 'John Powers'; 'Matt Walsh'; 'Shaun Chambers'; Chad Besenfelder

Subject: Infrastructure Committee Meeting

All,

I would like to reschedule tomorrow's Committee meeting to Thursday, August 20th at 3:00p. I apologize for the last minute notice as my day job is getting in the way. I look forward to hopefully seeing everyone on August 20th.

Tony

