

I'On Assembly Board of Trustees Meeting

April 20, 2020

Members Present Via Conference Call: Tom O'Brien, Johann von Asten, Trey Mathisen, Chris Colen, Amy Sage, Eric Krawcheck

Members Absent: Julie Hussey

Management Company: Jessica Gosnell and Mary Fraser

Homeowner Forum:

Call to Order: 6:05 pm by Tom O'Brien

Approval of Minutes:

Chris motioned to approve the March 16, 2020 I'On Assembly Meeting Minutes. Trey Seconded. All in favor. Motion passed unanimously.

Presidents Report:

Tom first recognized the management team and each of the committees for working so diligently while working through the Covid-19 stay in place order.

He then mentioned that he and Jessica have been in contact with Margaret Summers regarding the plans for upcoming neighborhood activities. The Trust Board is meeting and discussing options for their upcoming events as they monitor state/governor announcements and updates surrounding Covid-19.

Lastly, Tom stated that the original meeting regarding the Creek Club lease was postponed due to COVID-19, but he and Johann will be meeting later in the week with all parties but will be following social distancing requirements. He will provide an update to the Board after the meeting.

Treasurer Report:

Johann first reported on the executive dashboard with the Board, stating that we are under budget right now. He mentioned that dock closures revenue is below budget, but that is to be expected due to weddings not happening due to Covid-19. He also noted that we are ahead of budget on late fees year to date, but this is due to late fee revenue not being something we budget for. Utilities are currently below budget, however utilities, such as water, will have increased usage during

the summer months. In tracking reserve revenue, he stated that we are ahead in collecting transfer fees. He stated that we have collected \$30,000 so far and hope to receive another \$53,500 by the end of the year in order to fully fund the reserves as budgeted. It was also noted that while reviewing reserve spending, we have spent about \$30,000 so far this year. \$10,000 was spent on Boathouse Close renovations and around \$20,000 was spent on the Joggling Park renovations.

Next, Johann went on to present the 2020 reserve budget that the Finance Committee is proposing. After looking at the final numbers for capital spending and replacement reserves from 2019, as well as finalizing projects the Landscape Committee would like to see completed this year; they were able to come up with these numbers for 2020. These expenditures include projects we have completed and projects that have been previously approved by the Board but not yet completed. They are the Joggling Park enhancement, the Patience Park enhancement, the Front Entrance enhancement, the Waterfront enhancement, the Boathouse Close renovations, the Canal Path expansion, the Bulkhead Vegetation removal, the Marsh Path and Rookery studies, streetlight replacements, streetlight additions as well as a line item that was included any unforeseen reserve expenditures. Tom inquired about the streetlight additions and whether or not these were needed. Jessica responded that residents have asked for this additional lighting to be added in 6 locations throughout the community. She stated that these locations have been approved by Dominion Energy and will be close to hand holes so that minimal to no boring is required, therefore making the cost for installation of the light poles less. Jessica also noted that she will be reaching out to surrounding neighbors that this additional lighting might impact to ensure they are okay with the lighting being added. Tom also asked about the timing of when we might decide to do the Front Entrance enhancement. Johann replied that come July, we should know whether we can complete the front entrance enhancement or not as that will be when we have received half of the transfer fees for the year to know if we will be able to fully fund the reserves or not. It should be noted that the front entrance enhancement can technically wait until 2021 if necessary as we already have the one-year extension of the permit for this project that puts us into January 2021.

Johann made a motion to approve the 2020 reserve budget as proposed with the exception of spending \$50,000 for the front entrance enhancement. Tom Seconded. All in favor. Motion passed unanimously.

Next, Johann went on to discuss changing our collections attorney from McCabe, Trotter & Beverly, to Capers Barr with Barr, Unger & McIntosh, LLC. We used McCabe Trotter since 2013 and they did a decent job. However, we have had some issues with their follow-up on delinquent accounts as they operate on “economies of scale” and some things seem to fall through the cracks. Therefore, the Finance Committee agreed to try out another attorney to see if we can get better follow through. Cost wise, Johann mentioned that Capers Barr would not be much more than what we were paying McCabe, Trotter, & Beverly, and those costs are passed on to the delinquent homeowner’s account. Capers Barr was recommended by Ravenel Associates as many of the communities they manage use Capers for collections. It should be noted that Capers Barr works on a case by case basis and does not require that we sign a contract to work with him. We have four accounts to send over to him for 2020 delinquencies, so we will see how he performs and report back to the Board.

Johann made a motion to change our collections attorney from McCabe, Trotter and Beverly to Capers Barr with Barr, Unger & McIntosh, LLC for collections and lien filing. Tom Seconded. All in favor. Motion passed unanimously.

Lastly, Johann stated that Jessica has begun working on insurance bidding as our insurance expires in June. She is actively looking for other insurers and representative brokers to ensure we have the best coverage at the best cost.

Amenities Report:

Trey first discussed the estimated cost of a possible pickle ball court being installed. He stated that he spoke with Walt Martin, an I’On resident and retired engineer, regarding the pricing and he said it would cost approximately the same as the Sports Court, as it would be the same size, footprint, and require roughly the same amount of vegetation removal. It should be noted that this would be a project for 2022 and only considered if we had enough support from the community.

He then touched on the recent dock closure stating that signs have been put up relaying that the docks are closed. He also stated that we have purchased a new chain for the boat ramp. Trey reported that people have been following the latest guidelines from what he can see and mentioned that he thinks the Board should consider reopening the docks in a few weeks depending on the state/governor guideline updates. He also stated that we would like to get at least 2 bids for cameras to be installed at the front entrance as well as at the docks. It should be noted that the cameras at the docks would need to be solar operated as there is no

access to power or internet down at the docks. Jessica will begin reaching out to security companies in search for cameras.

Next, Trey mentioned that one of the basketball goal's rims had been broken by a few kids from outside of the neighborhood. This conversation brought about the idea of continuing the fence around the Sports Court on Mathis Ferry to help keep neighboring communities out, as only I'On residents are allowed to use the Sports Court and athletic fields. It should be noted that Jessica has ordered a new basketball rim and will have it installed in the upcoming weeks. It was decided that we should communicate with Olde Park on adding fencing around Eastlake/Mathis Ferry. Tom mentioned that we should come up with a strategic plan surrounding pricing of the proposed fencing.

Lastly, Trey stated that he purchased a cable lock for the firepit but that it didn't work. Jessica will look into hiring a welder to customize a new pin for the lock at the fire pit since we have exhausted all other ideas.

Landscape and Infrastructure Report:

Amy first thanked Jessica for all of her hard work and for helping her get her highlights for the report together. She stated that Jessica carries much of the weight of the committees' duties.

Amy stated that the Town has completed the sidewalk repairs throughout the neighborhood but mentioned that they had so many sidewalks to repair, that there were not enough funds left to repair the many crumbling curbs as well. The Town said they will try to come back in June/July to repair the curbs. Jessica has asked if they can use steel caps for the curbs that are run over more frequently, and they said they would check into that.

She then reported that the canals are experiencing issues with pondweed and algae. The Greenery has been treating this for the past month and just completed their third treatment to the pondweed and algae that is in the canals. It should be noted that we were supposed to have the lake stocked with carp to help maintain the underwater pondweed going forward, but unfortunately with DNR's offices being closed, The Greenery cannot get the approved sterile carp to stock the lake at this time, but they are working to get the carp in as soon as possible to help with the pondweed management.

Jessica touched on the topic of needing additional aerators in the lakes and canals in order to keep the water moving, which will help with issues like what we are

experiencing with algae and midges. Jessica stated that she is awaiting the price from Carl to install additional aerators. Our Terminix contractor informed us that mayflies/midges only have a lifespan of about two days, but since they lay so many eggs, they are constantly hatching where spraying really does nothing to prevent them. We need to eliminate the larvae to eliminate the issue. To help limit the midge larvae, Carl, our aquatics manager suggested adding bream and mosquito minnows that are natural predators to insect larvae, thus would help eliminate these pests. Carl is working on a bid to add both bream and mosquito minnows to the I'On lakes.

The Lake Doctors were finally scheduled to begin the bulkhead vegetation removal on March 23rd, but kept having to push back the job. Unfortunately, they reached out to Jessica and informed her that they are now bowing out of the project as they are experiencing staffing issues due to COVID-19 and cannot follow required CDC guidelines and complete this project from a boat. Jessica has reached out to The Greenery to see if they can possibly proceed with the vegetation removal at the same cost that the Lake Doctors bid in order to get the work done in a timely manner.

Next, Amy discussed the quotes for landscaping and lighting at Patience Park with the Board. She stated that she is asking for Board approval for the landscaping renovation and landscape lighting additions to be completed, but holding off on the curb work request for now. After finding out that the Town required engineered plans to be submitted for review in order to possibly move the curbs, Jessica reached out to Seamon Whitside and obtained a bid for them to do the required engineering work. She found that the curb work design and permitting would cost anywhere from \$12,000 to \$20,000, and that did not include the actual cost of moving the curbs. The Town of Mt. Pleasant will come and repair damaged curbs at no charge to the Association, so taking the curb work out of the project is more practical and a better use of limited HOA funds. The curb work was the only thing holding up the Patience Park renovation that is much needed. It should be noted that Jessica spoke with Sarah at the Town to see if they would or could add steel caps to the curbs that are most frequently run over. Sara said she will look into that possibility, as it may be something they are willing to do if we split the expense with them.

Amy motioned to approve spending \$19,130 for renovating the landscaping and landscape lighting in Patience Park. Tom Seconded. All in favor. Motion passed unanimously.

Lastly, Amy reported on the draft “Right of Way Tree Trimming Policy” with the Board. The purpose of the policy is to inform residents of the Assembly’s policies and procedures regarding the maintenance of trees and branches located within the street right of ways throughout the community.

Amy motioned to approve the right of way tree trimming policy as written. Chris Seconded. All in favor. Motion passed unanimously.

Covenants Committee:

Eric first stated that he has been pleased to see so many residents working in their yards due to the stay at home order surrounding Covid-19. He also let the Board know that we have started to send compliance letters again this week and that we have changed some of the verbiage in our letters to sound less harsh, while trying our best to remain understanding during these times.

Lastly, he stated that he thinks The Greenery has been doing a great job this year and thinks their performance could be attributed to the new crew!

IDC Report:

Jessica reported on IDC items on behalf of Julie. She stated that due to guidelines surrounding Covid-19, the IDC had to remotely review submittals in April. Out of the 30 submittals that were reviewed this month, 6 were incomplete and needed more information or hard copies to be reviewed so they were moved to the bottom of the pile. Thanks, are also in order to Dana Cutright and all the IDC members who have processed 9 batches of documents for the submittals which could be reviewed. It was reported that even with the online review, the April 7th meeting required 3 zoom calls, and a careful review of the minutes to make certain everyone was in agreement with the decisions. The IDC would like to express that if they haven’t gotten to your house yet, they are doing their best and looking for ways to open to more submittals in the near future.

Communications Report:

Chris first reported on the 2020 Community Survey results. He stated that we received 410 responses and that we are very pleased with the community participation in this activity. He stated that the survey results have been compiled and summaries have been sent to the Board for reviewal and discussion. He also thanked CJ Pelletier and Lori Feehan for their assistance and contributions in getting the survey together. Tom responded stating how we received much more positive feedback from this survey than in previous years and expressed how this data will be helpful for future, long-term planning.

Chris made a motion to approve communicating the results to the community and posting the results on the website, newsletter, as well as eblasted. Tom Seconded. All in favor. Motion passed unanimously.

Chris mentioned that we continue to look for an addition to the Communications Committee with the resignation of Cameron Conway.

Lastly, he stated that the committee did not meet this month due to schedule conflicts but will be looking to hold a meeting in the next week.

Board of Appeals: No Report

Other Business:

There being no further business to come before the Board of Trustees, the meeting adjourned at 7:29 pm. Next meeting will be held on May 18, 2020.

Respectfully submitted by _____

Chris Colen, Board Secretary