

I'On Assembly Board of Trustees Meeting

December 16, 2019

Members Present: Tom O'Brien, Johann von Asten, Trey Mathisen, Peter Wallace, Julie Hussey, and Eric Krawcheck

Members Present Via Conference Call: Chris Colen

Management Company: Jessica Gosnell and Mary Fraser

Homeowner Forum: No homeowners present

Call to Order: 6:00 pm by Tom O'Brien

Approval of Minutes:

Motion to approve the November 18, 2019 I'On Assembly Meeting Minutes. Julie Seconded. All in favor. Motion passed unanimously.

Presidents Report:

Tom first reported on the Giving Lights event put on by the Trust, stating that it was extremely well attended. He thanked the Trust and the community for their participation in helping to raise \$14,400 for the James B. Edwards program.

Tom then mentioned that he and Peter Wallace met with the Town of Mt. Pleasant to discuss the effects, in relation to I'On, of the proposed buffer ordinance amendments that would apply to the marsh trail buffer in phases 6, 7, and 9. He stated that they received unanimous support from Town Council to update the buffer amendment so that it was applicable in I'Ons ownership situation, as well as asked to add a section regarding the maintenance of invasive vines, recommending that it read like what is in the Mathis Ferry buffer ordinance, where it would allow the maintenance and removal of invasive vines. It was noted that 19 lots in phases 6, 7 and 9, would be affected by this ordinance. It was noted that we will actively communicate with these residents regarding the path forward, once Town council has approved the revised ordinance.

Johann made a motion for Tom to be appointed to represent the Board at the Mt. Pleasant Planning Commission meeting. Trey Seconded. All in favor. Motion passed unanimously.

Tom then spoke on the upcoming annual meeting on January 30th at 7pm at the Creek Club. He mentioned that we have sent multiple eblasts and notices in the newsletters regarding receiving applications for residents to run for the Board but only received three.

Tom then reported on the progress of the transition from CAMS management to Ravenel Associates. He stated that we have been working on getting through the transition punch list items and are on track to make the transition on January 1, 2020. He stated that the transfer of files from SharePoint has been successfully completed as well as the management team's phones and emails being updated and transferred to Ravenel successfully. It should be noted that we will be sending an eblast out to the community notifying residents of management's new email addresses. It was also noted that the annual assessment billing was promptly sent out by Ravenel prior to December 1, 2019.

Treasurer Report:

Johann first provided the Board with a summary of the executive dashboard. He stated that revenue came in about \$9,000 higher than originally expected, due to violation fees and interest income. Johann estimates that we will have approximately an \$18,000 to \$20,000 surplus that will go into retained earnings at year end. This surplus is attributed to less spending on several line items, unbudgeted violation fines, as well as SCE&G replacing the streetlights sooner than planned, which saved several thousand dollars.

Tom brought up the maintenance of the cemetery by Robert Mills Circle and how unpleasant it always looks. It was noted that we would need permission from the owners of that property in order to take over maintenance of this area as it is privately owned. Several Board members commented on what a neat area this could be if properly taken care of. Enhancement of this area is something that we could use capital projects funds for if given permission by the owners, or even better if they would deed the property over to the HOA where we could continually maintain the area. The Board will look further into this throughout 2020.

Johann reported on the reserve account, first touching on transfer fees. He stated that we received \$84,000 in transfer fees so far this year, but we budgeted and anticipated to receive \$103,000 at year end. Thus, we will likely not collect as much in transfer fees as budgeted, therefore we will not be able to make the \$20,000 capital contribution from excess transfer fees. As discussed at the November board meeting, Johann recommended using the \$22,000 of unbudgeted interest income to fund the capital projects budget since the Reserve Budget, (that the interest income goes into), is already fully funded.

The Board went into executive session at 6:33 pm to discuss the bonus variables for the management team.

The Board came out of executive session at 6:41 pm

Julie made a motion to authorize the budgeted bonus variable to be paid to the management team in January 2020 by Ravenel Associates. It totaled \$8,700 which allotted a bonus of \$500 to Dana Cutright and a max of \$200 for gift cards for our three-man landscape crew to receive a holiday thank you. Eric Seconded. All in favor. Motion Passed.

It should be noted that for 2020, the management team is to come up with bonus incentive variables that they must achieve in order to receive their bonuses in 2020.

Amenities Report:

Trey first reported that the Christmas tree is up on Maybank Green. He also mentioned that the lights for the tree have had to be repaired twice now as they have been cut multiple times.

Trey then stated that OCRM has marked the critical line with flags and now we are simply waiting for Reid surveying to come back out, get the measurements to update our survey.

Lastly, it was noted that the survey that is to go out in 2020 will drive future amenity projects. Johann voiced his concern regarding the wording of the questions in the survey surrounding additional amenities and projects to be done. Chris responded that he will be bringing the questions to the Board before it is sent out to the community and stated that the committee has been sensitive in how they are wording the questions.

Landscape and Infrastructure Report:

Peter first reported on the fig vine removal at the canal bridges. He stated that he and Jessica met with the Town to discuss not removing the fig vine for aesthetic reasons. The Town responded that we must remove the vines in order for their engineer to adequately inspect the bridges for structural reasons as well as the safety reasons, I.E. give them the ability to inspect the crash barrier. If the HOA does not remove the fig vine then the HOA will take over responsibility of these bridges for maintenance and repair. That is not something the HOA wishes to do. It should be noted that the Town agreed to and will incur the costs of removing the fig vine from the bridges. The Board went on to discuss how we will beautify the bridges after the fig vine removal. The landscape committee will discuss possible options and bring to the Board.

Peter made a motion to agree for the Town of Mt. Pleasant to remove the fig vine in order to complete the inspection of the canal bridges. Motion was seconded. All in favor. Motion passed unanimously.

Peter went on to discuss the vegetation removal along Eastlake and Westlake. He stated that we have received a quote from The Greenery as well as the Lake Doctors for the removal of vegetation growing around the bulkheads. The Greenery's quote came in at \$10,000 and the Lake Doctor's quote was \$7,000. After further discussion, the Board decided that we should go with the Lake Doctors as they are certified lake managers and this type of work is their specialty. It was noted that we will plan to use The Greenery or another contractor to replant some vegetation along Sowell Street as well as repair the canal paths after the vegetation removal is completed by the Lake Doctors.

Johann made a motion to approve the removal of vegetation surrounding the bulkheads to be done by the Lake Doctors for \$7,000. Julie Seconded. All in favor. Motion passed unanimously.

Peter then went on to discuss the bids we received from The Greenery for removing and replacing the vegetation as well as expanding the paths along the canals. He stated that the bid for expanding the canal path this came in at \$10,271. He also stated that we received a bid for replacing the vegetation along the Sowell side of Eastlake where the cement bollards which came in around \$8,000. It was noted that this would include an irrigation allowance. After reviewing these numbers, the Board asked that Jessica ask Ravenel if they have any

recommendations on receiving quotes from other landscapers as the Board thought these numbers were a bit high.

Lastly, Peter discussed the Boathouse bank repair options for replacement of the grass along the bank. The bid for a more permanent vegetation replacement came in at \$8,000. The bid for replacing the grass came in at \$800 (not including allowance for irrigation repairs), but Peter noted that this would become a maintenance cost as we would likely have to replace sod frequently due to the geese population in this particular area. Installing plantings would help better hold the bank and would likely not be destroyed as quickly by the geese that are destroying the grass in this area. The Board asked what areas the re-planting proposals covered as there was one proposal to plant along the bank by the bulkhead and another quote to plant in front of the boathouse closer to the street. The Board discussed doing both proposals if we are working to enhance the area overall. They asked Jessica to obtain a drawing from The Greenery for this so that they could see exactly what areas these proposals are covering.

Covenants Committee:

Eric first reported that he drove through the neighborhood with Jessica and Mary in order to look for properties with covenants violations as well as check on properties that are actively being sent covenants letters. He stated that the covenants team has been making good progress on getting properties up to I'Ons standards. He did state that there are a few properties on our list that we are having trouble with complying to these standards. It should be noted that these properties are currently going through the fining process.

Eric also mentioned that the IDC has come up with guidelines for trash can screening so we will be sending out letters for receptacle screening with those guidelines throughout 2020.

Eric made a motion to approve the two properties that were discussed prior to open session of the Board meeting to be fined. Motion Seconded. All in favor. Motion passed unanimously.

IDC Liaison Report:

Julie first reported that Julie O'Connor has resigned from the design committee and thanked her for her many contributions and abundance of knowledge to the

IDC over the years. She stated that the committee will be looking into recruiting two other people to possibly become members.

She then mentioned that the permits given out to homeowners upon approval of their projects will be changing from the color blue to yellow for 2020. It was noted that the IDC will be changing the colors of the permits each year going forward.

Julie also stated that Dana is moving along well with getting new applications together for all the different design submittals.

Lastly, she stated that a goal for 2020 will be to find new designers and contractors to sit on the committee.

Communications Committee:

Chris first reported that we have received all the 2020 directories and will be distributing to the community in the upcoming weeks. It should be noted that we received the directories too late to be distributed with the Giving Lights packages due to some issues with the printer in meeting our deadline. The directories will be distributed to participants of the Giving Lights and then directories will be available for pick up in the management office. Chris also stated that we will be sending an eblast out to the community letting residents know of our plan for directory distribution.

Chris went on to discuss the 2020 survey. He stated that the Communications Committee has finalized the content of the survey and that we are pulling together the areas of focus. Chris emphasized that there will be sections specified for the Trust, the HOA/capital improvements, and volunteer organizations. It should be noted that the survey will include a few questions surrounding I'On at Home but will not be given an entire section for this group as it is not directly related to the HOA. It was also noted that the survey will collect data surrounding demographics of the neighborhood. It was noted that if needed, we can conduct a special meeting with the Board to finalize before sending out to the community. See attached survey topics for more detail.

Board of Appeals: No Report

There being no further business to come before the Board of Trustees, the meeting adjourned at 7:58 pm. Next meeting is the annual meeting on January 28, 2020.

Respectfully submitted by_____

Chris Colen, Board Secretary