

I'On Assembly Board of Trustees Meeting

October 19, 2020

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

Management Company: Jessica Gosnell and Mary Fraser

Homeowner Forum: George Toole, 130 W Shipyard. George had no comments at this time.

Call to Order: 6:01pm by Tom O'Brien

Approval of Minutes:

Julie Motioned to approve the September 21, 2020 I'On Assembly Meeting Minutes as well as the October 15, 2020 Special Meeting Minutes. Trey Seconded. All in favor. Motion passed unanimously.

President's Report:

Tom first spoke on phase 11, stating that he has been a part of several meetings with the developers over the past several weeks. He commented on the 247 responses we received from the survey, specifically noting that 63 percent of the respondent comments were in favor of the proposed development plans and 37 percent were not. Ultimately, the Board decided that if the developers do decide to move forward with the proposed development, that they will share the survey's data with the Town. However, the Board will not be taking a stance on the matter due to the fact that the responses did not reflect an overwhelming support or nonsupport from a majority of the community. Johann commented that we will need to stay in tune to the process and if it does move forward with the Town, we will be making sure any proposal stays in line with what we were given regarding the plan. If the plan does move forward, we will provide any necessary information to the community.

Treasurer's Report:

Johann first reported on the draft 2021 budget. He reminded the Board that the main reason for the changes to the operating budget is the additional reserve contribution for the replacement of the bulkheads. He relayed that there are two options for raising the assessments. One for a \$150 increase and the other for a \$200 increase. The finance team unanimously agreed that increasing the annual assessment \$200 would be the best decision in order not to incur any deficit in the budget and have enough funds to operate as we should. We are currently anticipating a \$4.5 million full replacement cost of the bulkhead within 25 to 30 years. The cost may change once we get engineering drawings and actual bids on exact engineered plans. \$4.5 million is the number based on estimates from an engineer and contractors that looked at the project. Johann then went on to report on the insurance line item. He stated that in 2020 we budgeted \$34,000 for insurance but actually spent \$38,027 due to a higher premium to cover the increased replacement cost of the bulkhead. Based on current spending, for 2021 we were recommending \$40,000 for insurance. However, earlier today Jessica mentioned that according to industry insight, the increased number of natural disasters that are increasing insurance payouts, is increasing insurance premiums across the board. According to Community Association Institute, they recommend that associations anticipate a 10% increase in insurance premiums for 2021. This means we would need to allocate an additional \$1,829 to the proposed \$40,000 to provide an allowance for a 10% increase. The number budgeted for 2021 should be \$42,000, so Johann asked that Jessica update that number in the budget. Jessica then expressed that we recently found out that we will need to increase what we were budgeting for the maintenance of the website. Mary has been working with Chris Hughes, who has told us that we need someone to assist with regular backups, updates, and maintenance on the back end of the site in order to properly manage the site. Another \$1,300 to \$1,400 will need to be allocated to the website maintenance line item to cover these maintenance costs for the website. We will wait to get a formal proposal from our contact to provide to the Board.

Chris also touched on the increase in ad revenue this year, stating that we almost completely covered the costs of the directory printing by generating \$3,050 in ad revenue. Johann stated that he thinks it would be appropriate to allocate \$3,000 annually for website maintenance. Jessica then reported that Solitude Lake Management agreed to terminate the contract that we had with them to do lake mapping in January. It was decided the lake mapping was not urgent so the Board

did not want to spend those funds on that project at this time. Thus, the professional consultants line item will be reduced to \$5000 to only cover the cost of the audit to be completed. Johann also commented on the Reserve Study, stating that it will be paid from the reserves going forward. Tom pointed out that the Reserve Study does not include the expense of the potential buy out of the Creek Club lease in the future. This will be something we need to begin thinking about in order to strategically plan for this possible future purchase. The Board expressed the need to plan for this purchase as it will only get more expensive the further it goes on. Chris asked if there were any updates on the Creek Club litigation. Tom responded that there are no updates at this time and stated that it is not yet on the agenda to be reviewed yet by the Supreme Court. It was noted that if we do not begin allocating for the purchase of the Creek Club, we would have to require a special assessment to buy out the remainder of the lease when that is an option. Johann asked what the ongoing requirements would be in purchasing the Creek Club, specifically noting the need to continue to rent it out.

Johann made a motion to approve the 2021 operating budget as presented, including the 3 small changes to insurance, website maintenance, and professional consulting line items. Julie Seconded. All in favor. Motion passed unanimously.

Jessica and Chris will draft a plan for communicating this increase to the community.

Amenity Report:

Trey first reported on items for the Waterfront Enhancement project. He stated that we have now received the permit for the electrical from the Town. He stated that we are waiting on the furniture and new signs to be installed. It was noted that it will likely be another few months before the furniture will be delivered due to manufacturing delays, but mentioned that the signs should be installed later this week. He also relayed that the Town has asked that we add landscape screening in front of the electrical meter. The planning department required the meter to be screened as part of the permitting. They felt the meter was too out in the open.

He then touched on the fact that we have not had many issues at the dock like we were observing during the summer months. He reiterated the need to look into hiring someone to monitor the docks during weekends of heavy usage next year. He also stated that we will be asking Mike Russo to remove the red pavers that are

by the walkway to the docks. Johann noted that he has seen a lot of people parking in our lot during weddings, he was not sure if this was allowed per the lease now that boating season is over. Jessica responded that she will look into the lease and speak to Mike Russo about this if they are not supposed to be parking there per the lease. Jessica will look into the details of the rental agreement. Overall, the Board commented on these new additions being a great improvement to the overall appearance of the dock area.

Communications Committee:

Please view the attached communication report to see the details from the Communication Committee as Chris had to step out of the meeting early.

Julie thanked the communication team for all of their efforts surrounding the information that was sent out for Phase 11. She also thanked them for their workings on the 2021 Community Directory.

IDC Liaison Report:

Julie stated that the IDC would like to obtain board approval for their proposed application fees and changes. (Please see the attached fee schedule for details outlining what is asking to be approved)

Motion to approve the changes to the IDC fee structure on application, review fees, and implement a contractor deposit. Amy Seconded. All in favor. Motion passed unanimously.

Johann pointed out that this change has already been reflected in the now approved 2021 operating budget.

Julie expressed that the best way for residents to reduce their fees is by submitting a complete and comprehensive submittal.

Landscape and Infrastructure Report:

Amy first asked if there were any questions regarding the specifics of her report. Tom briefly commented on his concern regarding the spraying the palms tree stumps at Eastlake. Jessica responded that there shouldn't be overspray as they are directly treating the root balls that were left over from the volunteer palm tree removals. Amy also expressed the fact that they do not use harmful/toxic chemicals around any bodies of water while spraying, the contractors are held to a

high standard for use with any kind of chemicals, especially around bodies of water, so they use extreme care. Tom went on to ask if we have received a bid from Yellowstone for the Front Entrance Enhancement. Jessica stated that she is waiting for a quote from 1899 Landscape Solutions based off the notion that Yellowstone has usually been in line with The Greenery's quotes. Jessica also reiterated that the Department of Transportation's approval is good through January 2021. Johann expressed his concern of installing new plantings at the roundabout only for them to be quickly ruined as they continually get run over. He stated that he thinks the DOT should redo the edging around the roundabout before we move forward with this project. Amy expressed similar concerns, stating that she thinks the edging should be enlarged rather than shrunken and possibly look into using smaller plantings. Jessica confirmed that the bids completely eliminated any work in the roundabout at this time due to the concerns with new plantings being destroyed due to the poor design of the roundabout. The details of the Front Entrance Enhancement project will be discussed in further detail at a later time.

Amy then directed the Board to two items that she would like to obtain a vote on. First being the removal of vegetation around the canals. She stated that we were able to get several quotes for this work. Jessica conveyed that she reached out to six different companies and received bids from Solitude Lake Management, Estate Management Services, and The Greenery. The quote from Estate Management Services, which came in at \$7,000, was the most reasonable quote received, and the most in line with the bid that was previously approved. It was noted that the Board previously approved for this work to be completed for \$6,600 by the Lake Doctors, who ended up backing out of the project in March due to several issues surrounding Covid. It should also be noted that the scope of work does not include the corner of Eastlake at Sowell and Ponsbury as The Greenery has already completed this section earlier in the year when this project was originally supposed to be done. We had plants that needed to be installed and could not be held for any longer. The canal vegetation removal is expected to be completed sometime after Thanksgiving and should be finished well before Christmas. The Greenery was approved in February to complete the canal path renovation after the vegetation removal is completed. They will schedule to complete the renovation of the path as soon as the vegetation has been removed.

Motion made to approve the removal of vegetation around the canals by Estate Management Services for \$7,000. Johann Seconded. All in favor. Motion passed unanimously.

Amy then went on to request a vote on the top dressing of the Marsh Path. She noted that this project would be paid for out of reserves as it was an item included in the Reserve Study. The sections of the path in need of plantation mix would be top dressed with plantation mix or a heavier gravel in some locations, for a total cost of \$10,622. It was noted that a large portion of the cost includes labor due to the need to haul materials in and out of the Marsh Path by hand. Johann also mentioned that some of the boards need to be replaced or repaired along portions of the path. Jessica responded that Jerry works on a lot of these and that he has been fixing several throughout this year. It was also mentioned that a couple of sections of the path will need to be top dressed using a heavier gravel so that it won't washout as easily. Trey inquired when we might be able to start doing some pruning along the path. Jessica responded that we are still working with the Town in order to do the pruning at the same time along the entire trail so that it can all be done on the same schedule moving forward. She stated that the Town is working on amending the ordinance in order to possibly be able to do this pruning along all sections of the Marsh Path. She also mentioned that per the Reserve Study, the edging on the marsh path is scheduled to be replaced in 2021. Jessica also stated that this quote doesn't include the large rut on the path that is on Duany. We have found that the water runoff is coming from the path and will need to be addressed with drainage work (perhaps a drain) before any top dressing will be done on this location again. Julie made a comment about there not being a formal entrance to the marsh path on Duany. Amy responded that we can add this to the "wish list" for 2021 landscaping capital improvements. It should be noted that this "wish list" is simply a placeholder to reflect projects that the Landscape Committee discussed as wanting to see completed next years. All items are all capital projects and/or covered from the operating budget. Johann noted that adding a path entrance would be classified as "discretionary capital spending." These proposed projects will be discussed further at future meetings.

Motion to approve topdressing the Marsh Path for \$10,622. Motion Seconded. All in favor. Motion passed unanimously.

Covenants Committee:

Eric first reported on the 14 covenants violations that have come into compliance since September and stated that there are 28 properties currently on our covenants list that are actively being sent letters.

He also relayed that since September, 11 right of way letters have been sent to homeowners and stated that 7 of these have already planting their strip. He noted that we continue to make good progress on right of way strips being planted.

He also mentioned that we have made great progress on trash and recycling bin screening, stating that 6 more have come into compliance since September.

Lastly, he asked the Board to send Mary any properties they might see that need to be addressed so that she can send them letters.

Motion to approve fining the property discussed previously for \$100 per week. Trey Seconded. All in favor. Motion passed unanimously.

Board of Appeals: No Report

Other Business:

Jessica updated the Board regarding the 6 additional streetlights discussed at last month's meeting. She stated that 2 light locations were removed from the list due to surrounding neighbors opposing the locations, which brought the cost down to \$7,900.

She then discussed the date of the December Board meeting, stating that it is currently set for December 21st which is the week of Christmas. She mentioned that the December meeting is not always held as there isn't usually a lot to discuss at year end and people are usually busy around the holidays. Jessica will be off that entire week and Mary will be off on the 21st, so inquired if we could look into rescheduling this meeting for the week prior. Johann responded that we can wait to see if we have the financials early for November and if we need to hold a meeting, we could hold it a week earlier on December 14th.

She also brought up the Call for Board Candidates, stating that we need a replacement for Eric as he is not going to be able to run to serve another term.

Julie, Amy, and Chris all relayed that they will run and serve again. It was noted that Michael McLaughlin has also agreed to run. Michael currently sits on the Communications and Covenants Committee. We thankfully have enough candidates running, but we will continue to include a note in the newsletter and will also be updating the Board applications in case anyone else is interested.

Lastly, she brought up the topic of the annual meeting, stating that we need to plan on how this should be held as it may need to be held virtually this year. Tom stated that he prefers for this to be held through a video call. Johann expressed that he doesn't mind if we meet in person as long as we require everyone to wear masks and space chairs apart to be socially distanced. It was noted that we need to begin looking into a date for the meeting to be held towards the end of January 2021 and that the annual meeting notice needs to be sent out in time as required by the covenants. Jessica will be sending the Board a few dates to choose from and will then run those dates by Mike Russo to see which works with the Creek Club schedule.

There being no further business to come before the Board of Trustees, the meeting adjourned at 7:32 pm. Next meeting is on November 16, 2020.

Respectfully submitted by_____

Chris Colen, Board Secretary

Communications Committee Report October 19, 2020

Annual Directory – We are working with Accu Print on the 2021 directory printing of 600 directories for \$3,290. This year we have received 12 ad space reservations totaling \$3,050 in ad revenue that will offset printing costs. All files will go to Accu Print October 18, 2020 to ensure they are delivered in time to be distributed with the Giving Lights packets on November 21, 2020. Many thanks to Mary Fraser for all of her work in support of this activity.

Phase 11

The Team has been working on keeping the community informed as to the proposed Phase 11 activity thru Constant Contact and updates to questions from the survey and Homeowners Forums. Many thanks to Jessica, Tom and Julie for their support in this activity

Website

We are most likely going to need to make provision for hiring a third party to maintain plugins, templates and other maintenance. Chris Hughes has relinked the 2019 and 2020 Board Minutes so that they are working properly. However, we recently found that the 2020 Newsletters and 2020 Meeting Agendas are no longer linked correctly. Chris Hughes is assisting in discussing these needs with a WordPress expert to get some idea of the cost associated with this activity. I will review with Mary and Chris H. for review with the Board.

I'On Trust Update

The Trust has been working on community activities thru the remainder of 2020:

Halloween in the Hood - Saturday, October 31 (Notification of activities will be sent via Email Blast)

- There will be a costume parade around Westlake with little treats for participants.
- Pumpkin Carving Contest. Neighbors can bring their carved pumpkins to Avant Garden beginning at noon and judging will be at 4PM.
- Neighborhood Halloween Scavenger Hunt. Families and kids can do the "hunt" any time that suits them.
- Decorating the columns/pergola at Westlake with a spooky backdrop to give photo opportunities.

The Giving Lights of I'On will kick off Wednesday, October 21 with a Zoom event for the Giving Lights Committee comprised of 39 luminary captains and representatives from this year's recipient, Communities in Schools will attend. The deadline for orders is Friday, November 13 and luminary kits and the 2021 Directory will be ready for delivery on Saturday, November 21.

- The Holiday Festival of Giving, when we light all those luminaries in celebration, will be Sunday, December 5. The Festival gathering will look different this year, as they incorporate appropriate precautions.

Committee Members

Chris Hughes
Kathie Hass
Mary Kaplan
Mike McLaughlin
Margaret Summers (I'On Trust)
Jessica Gosnell (HOA)
Mary Fraser (HOA)