

I'On Assembly
Board of Trustees Meeting
Monday, May 20, 2024
Executive Session 5:45 P.M.
Board Meeting 6:00 P.M.
AGENDA

<u>Discussion & Topic</u>	<u>Decision (Y/N)</u>
Homeowner Forum	
Call to Order	
Approval of April 15 Meeting Minutes & May 17 Special Meeting Minutes	Y
President's Report	
<i>Neighborhood Survey</i>	N
<i>Encroachment Agreement with Property on Ponsbury</i>	Y
<i>Creek Club Recognition Plaque</i>	N
<i>Amphitheater</i>	N
Treasurer Report	
<i>Review 4/30/24 Executive Dashboard</i>	
<i>Vote to appoint Joe Fanelli to the committee</i>	Y
Amenities Report	
Landscape/Infrastructure Report	
<i>Vote to approve proposal for replacing steel edging at Westlake</i>	Y
Covenants Report	
<i>Vote to appoint Michael Spalding to the committee</i>	Y
<i>Vote to approve fining of property discussed in executive session</i>	Y
IDC Report	
Communications Report	
Secretary Report	
Adjournment	

I'On Assembly Board of Trustees Meeting
April 15, 2024 Board Meeting Minutes

Members Present: Tom O'Brien, Julie Hussey, Stephen Wood, Lon Waggoner, Roy Rathbun, and Bob Adams

Management Company: Emily Simpson & Mary James

Homeowner Forum: Antonia Fokas, 34 Fernandina; Amy Sage, 63 Jogging; and Karen Rathbun, 30 Mises

Call to Order: 6:13PM by Tom O'Brien

Approval of Minutes:

Lon made a motion to approve the March 18, 2024 I'On Assembly Meeting Minutes. Julie Seconded. All in favor. Motion passed unanimously.

President's Report:

Tom relayed that we are in the process of putting a group together to organize the next community survey. The survey will assist in outlining how the community would like to spend on future investments and what the wants and needs are of the community. Tom touched on the age of the neighborhood playing a part in what the wants versus the needs are. It was noted that the costs for repairs of the bulkhead are a necessity and costs for items such as the revamping of the playgrounds might be more of a want than a need. Tom then stated that we have received an estimate for the new rebuild of the amphitheater for \$250,000.

However, we are still waiting on the official drawings for this estimate and hope to have more information next month. Tom relayed that the survey would capture the demographics of the neighborhood and also include questions regarding the need for assessment increases in relation to certain projects being done. Julie reminded the community that like for like replacements are included in the reserve study but that anything new would be a capital expense. Bob noted that the amphitheater number in the reserve study report reflects a like for like replacement, and asked if we wanted something new, how would we pay for this? He mentioned that the survey should ask the community how and if they would want to fund this. Tom also asked Emily to send him the reserve replacement costs for the playgrounds. The survey should help explain the difference between reserve items and capital

items. Stephen noted that passing a special assessment requires a neighborhood vote from a high percentage of the neighborhood. Emily will look further into this to confirm.

Following the April 15 Board meeting, the Board of Trustees voted unanimously in favor via written consent, to approve an additional \$7,000 to be paid to Brad Walbeck for his efforts in the Walbeck vs. The I'On Company lawsuit.

Amenity Report:

Included in the President's Report.

Treasurer Report:

Bob reported that the net loss that is shown on the dashboard is due to the transfer of the reserve and capital contributions from the operating account to the reserve fund. He stated that if this transfer was done monthly, it would show as a positive. It was also noted that we are slightly behind on transfer fees. However, there are several homes on the market.

Landscape and Infrastructure Report:

Roy reviewed the landscape board report that was included in the packet. He noted that Ruppert completed enhancement of the Northwest corner of Westlake and that Charleston Tree Company completed the right-of-way pruning for the 50% that was not done last year. The Committee had previously approved the spring/summer annuals proposal from Ruppert, and lastly Ruppert Landscaping replaced the drift roses in Patience Park with African Iris'.

The committee and aquatics division continue to monitor the lakes and canals algae and ensure that it is being treated properly. Terminix is now spraying monthly for mosquitoes through September.

Roy went on to discuss the bulkhead inspection report that we received earlier this year. There are areas of the bulkhead around Eastlake that are showing significant bowing and repairs are needed. To obtain accurate bids for this project, the Committee would like to engage with Jon Guerry Taylor & Associates at a cost of \$5,600 to develop the engineering plans for the repairs and to assist in the bidding process along with construction oversight. The requirement for detailed engineering plans was also noted. This quote includes oversight of the firm that the Board selects. Roy stated that the committee is focusing on option B, in the inspection report, which consists of having pilings installed against existing wall

for support and installing monitoring discs on the top of each piling. These pilings would be monitored every 6 months or so. Emily noted that this repair encompasses 3 sections of the wall in Eastlake. It was noted that as of right now, Westlake is in great condition. Julie noted that it would be helpful to find out what might be impacting the movement of the wall, and if this could be done with the installed monitors. Roy expressed the need to form a subcommittee for the bulkhead replacement and have an expert in engineering and sea walls to keep up with this. Roy noted that the life of the bulkheads in the reserve study report not being reflected accurately. Once we have the engineering company selected, we will reach out to the Town to put on their radar due to proximity of roads and other infrastructure that belongs to the TOMP.

Roy made a motion to approve engaging with Jon Guerry Taylor & Associates at a cost of \$5,600. Stephen Seconded. All in favor. Motion passed unanimously.

Roy made a motion to add Michael Spalding to the Landscape Committee. Bob Seconded. All in favor. Motion passed unanimously.

Lastly, Roy followed up on the marsh trail rejuvenation project. He reminded the Board that this project would include leveling areas along the trail to eliminate trip hazards, and additional pruning to widen the path from overgrowth. The next step is to retain a second arborist to walk the trail in order to obtain a written assessment regarding the tree roots. Emily has reached out to two arborists and is waiting to hear back. Stephen asked if there are restrictions on what can be cut from the path to the water. Tom responded that areas can be cut but only from the Creek Club through the Hopetown bridge. It was noted that the reserve budget allocated \$100,000 for re-graveling and around \$55,000 for grinding tree roots.

Lon noted that the purple martins have taken a liking to the birdhouse that has been erected along Eastlake.

Covenants Report:

Lon touched on the progress the covenants committee continues to make stating that residents have, for the most part, responded in a timely manner.

He also noted that the committee will be including a note in the upcoming newsletter regarding maintenance items and pressure washing as management sees an uptick in the amount of covenants violations at the start of Spring.

IDC Liaison Report:

Stephen pointed to the report included in the packet. He explained the top and bottom of the report, noting the time it takes for some properties to get approved. Depending on the nature of the project, many times residents go back and forth with the IDC several times until they receive approval. It was noted that maintenance and repair applications are not included in the report.

Roy asked if we can add the number of appeals to the reports moving forward.

Communications Committee:

Julie reported that the reader board will be installed in the upcoming month. The landscaping will be removed and uplighting will be added after the reader board has been installed. Landscaping will be added back after the lighting has been completed. It was also noted that the lighting will have a timer.

The first new homeowner orientation meeting is scheduled to be held on April 30th. We will hook up the TV to the website and walk owners through navigating the different pages and explain the different entities throughout I'On. Julie mentioned that we have 16 residents representing 10 properties attending. We look forward to meeting everyone and hope that this meeting is helpful!

Secretary: No Report

Other Business:

There being no further business to come before the Board of Trustees, the meeting adjourned at 6:45pm. The next meeting will be held on May 20, 2024 at 6:00PM.

Respectfully submitted by _____
Julie Hussey, Board Secretary

May 17, 2024 Special Meeting Minutes

Attendees: Tom O'Brien, Roy Rathbun, Bob Adams, Julie Hussey, and Lon Waggoner

Absent: Stephen Wood & Donna Davis

Bob made a motion to move into executive session at 2:02pm. Julie Seconded. All in favor. Motion passed unanimously.

Bob motioned to move out of executive session and into open session at 2:15pm. Julie Seconded. All in favor. Motion passed unanimously.

Tom made a motion for the Board to approve the settlement agreement and the second amendment to the Creek Club lease, along with additional documents that were discussed in executive session on May 17, 2024. Bob Seconded. All in favor. Motion passed unanimously.

Executive Dashboard 4.30.24

Summary	Prior Year's Actuals					Annual	YTD	YTD
Income Statement	2019	2020	2021	2022	2023	Budget 2024	Actual Apr-24	Budget Apr-24
Assessments	\$ 799,458	\$ 914,400	\$ 1,066,800	\$ 1,143,000	\$ 1,254,000	\$ 1,368,000	\$ 456,000	\$ 456,000
Delinquent Dues		-	-		-	-	\$ -	-
IDC Revenue	20,150	34,300	48,475	37,750	38,700	35,000	\$ 21,050	11,667
Dock Closure Rev	21,000	16,800	26,600	39,550	26,600	21,000	\$ 15,050	7,000
Interest		23,954	22	2	6,312	-	\$ 1,128	-
Misc Income	29,099	32,879	17,350	28,367	20,326	13,025	\$ 13,983	2,008
Total Revenue	\$ 869,708	\$ 1,022,333	\$ 1,159,246	\$ 1,248,668	\$ 1,345,938	\$ 1,437,025	\$ 507,211	\$ 476,675
Payroll, Administrative, IDC	\$ 263,426	\$ 286,826	\$ 299,562	\$ 295,344	\$ 317,785	\$ 335,261	\$ 96,792	\$ 99,995
Legal & Professional	43,981	48,162	73,979	100,000	134,936	150,000	\$ 15,791	50,000
Landscaping & Maintenance	388,176	422,077	405,154	395,669	443,616	453,500	\$ 131,988	163,259
Utilities, Insurance, taxes	68,153	95,729	138,225	151,116	181,083	218,170	\$ 51,451	39,009
Reserve Contribution	41,500	41,500	192,192	202,033	208,520	220,049	\$ 220,049	220,049
Capital Projects	46,000	62,650	46,367	28,096	50,000	60,000	\$ 60,000	60,000
Total Expenses	\$ 851,237	\$ 957,994	\$ 1,155,479	\$ 1,172,258	\$ 1,335,940	\$ 1,436,980	\$ 576,070	\$ 632,312
Net Surplus	\$ 18,471	\$ 64,339	\$ 3,767	\$ 76,411	\$ 9,998	\$ 45	\$ (68,860)	\$ (155,637)

Amenities Report

May 20th, 2024

Donna Davis was recently appointed as the new Amenities Representative for the remainder of Jody McAuley's term, until January 2025.

The Committee is looking for residents to volunteer to join the committee. This committee oversees the amenities within I'On, which include playgrounds, fire-pit, sports court, docks and boat ramp, amphitheater, etc. If you are interested in joining, please contact Emily Simpson at esimpson@ravenelassociates.com.

Amphitheater – Update

Option 1- Rebuild as it was: The Amenities committee had previously obtained a proposal for replacing the structure, as it was, that existed prior to the weather destruction two years ago. The estimated cost to replace the structure is about \$35,000.

Option 2- New structure: The Amphitheater sub-committee has been working diligently to reimagine what a new amphitheater could look like in I'On. Tentative drawings were previously submitted by LFK Architects and were included in the March board packet. LFK has submitted a budgetary estimate and is estimated to cost around \$250,000 to \$300,000. This covers the cost for the structure, stage, modifications to the two towers and hardscaping.

The committee continues to work with LFK for some slight revisions to the drawings, prior to being formally presented to the Board for review.

We hope to host a couple input opportunities with residents to provide further information, obtain feedback, and discuss the costs relating to the replacement of the amphitheater.

Boater Registration –

Registration for the 2024 boating season began in April. We currently have 39 boats registered. Those who have not registered yet, must come to the Assembly office with a copy of your SC DNR registration, insurance and a \$50 check made payable to I'On Assembly. This year, we decided to not rekey the boat ramp, but new decals are still required. Emily and Mary continue to inspect the docks twice a day, and those owners who have not registered yet will be contacted by them.

Landscape & Infrastructure Report

May 20, 2024

Updates from Recent Meeting

- The Committee received several proposals from Charleston Tree Company for numerous projects within the community. After review of the proposals, the committee has approved the proposals for: removing two gum trees in Sophie's Park, reducing the height of the Crepe Myrtles on the alley by the mailboxes off of East Shipyard (will be completed in winter, the appropriate time for pruning), removal of 2 Cypress trees at the amphitheater (one on either side of the tower; TOMP approval is needed prior to removal) and limbing up the other Cypress trees at the amphitheater.
- Ruppert Landscaping submitted a proposal for replacing the old steel edging on the north-west side of Westlake, from the new landscape bed to the boat ramp, to better contain the gravel along the path. The committee agrees that all the remaining steel edging around the lake needs to be replaced and will be completed in phases. The committee approves the proposal and is submitted for a Board vote. **VOTED NEEDED**

Completed Since the April Meeting

- The Assembly has contracted with Jon Guerry Taylor & Associates to develop the engineering plans for the repairs and to assist in the bidding process along with construction oversight. They are currently working on obtaining information on the existing wall and producing the drawings. The next step will be for them to submit this information to three companies for bids.
- Jogging St. fountain has been cleaned by the Ruppert aquatics division. They are awaiting the piece to repair the spout on the fountain. Once received it will be installed.
- Ruppert Landscaping has installed the spring/summer annual flowers throughout the community and had new pine straw and mulch installed as well.
- Committee members met with a second arborist to assess the tree roots along the marsh trail. We are waiting to receive the proposal and their plan for addressing the roots and widening of the path.

Ongoing

- The Committee and the Aquatics team are continuing to monitor and ensure the algae is treated in the lakes and canals.
- The Committee is working with our contract landscapers on reducing the reliance on gas equipment, which is a long-term goal. The Committee continues to keep this topic alive and will formally revisit our non-fossil fuel goals in advance of renewing the landscaping contract.
- Terminix is spraying the playgrounds, amphitheater, and sports field for mosquitos. Our contract is for monthly spraying through September.
- The Committee continues to work on executing a marsh path rejuvenation project which will include leveling areas on the trail to eliminate trip hazards, and additional pruning to widen the path from the overgrowth.

May 20, 2024 Covenants Report

Since the start of the year, we have sent 70 properties covenants violation letters. The majority of these violations include overall maintenance of properties for items such as mowing, weeding, pressure washing, painting, trash can screening, and landscaping of right of way strips. To date 56 out of these 70 properties have since come into compliance. Currently we are actively notifying 14 properties of noncompliance.

The Covenants Committee would like to remind residents that any exterior changes you would like to make to your property MUST go through the I'On Design Committee for approval. If work is done and you have not submitted proper application to the IDC, you are subject to violation fines of up to \$100 per day.

The Covenants Team continues to work with the IDC to ensure final inspections and deposit refund requests are submitted in the 90-day timeframe per the Construction Deposit Policy. Per the CC&R's, approved projects must be completed within 12 months of the approval date. Per the Construction Completion Deposit Policy, if a final inspection and deposit refund request is not submitted within the timeframe that is permitted for projects to be completed, the deposit will be deemed forfeited by the applicant to the Assembly.

IDC Actions

Month: April 2024

Application Type	# Reviewed (M/YTD)	#Approved w/o Conditions (M/YTD)	#Approved w/ Conditions (M/YTD)	# Denied (M/YTD)
Maintenance & Repairs (Apprvd. By NDC)	2/9	2/9	-	-
Tree Removal	0/1	-	0/1	-
Minor Exterior Changes	4/10	2/4	1/2	1/4
Minor Landscape Changes	0/5	0/2	0/3	-
Major Landscape Changes	1/3	-	1/2	1/2
Structural Changes <625 sf	4/14	1/3	0/4	3/7
Structural Changes >625 sf	-	-	-	-
New Home Construction Preliminary Review	-	-	-	-
New Home Construction Final Review	1/2	-	1/1	0/1

Application Type	# of Individual Properties Reviewed YTD	# Eventually Approved	# Denied
Tree Removal	1	1	-
Minor Exterior Changes	8	6	2
Minor Landscape Changes	4	4	-
**Major Landscape Changes	4	2	2
**Structural Changes < 625 sf	10	7	3
**Structural Changes > 625 sf	-	-	-
**New Home Construction Preliminary Review	-	-	-
**New Home Construction Final Review	1	1	
Total Individual Properties:	28	21	7

** These submissions typically require multiple reviews before approval.

IDC Decision Appeals to BOA
May 20, 2024

# Decisions Appealed (M/YTD)	# IDC Decisions Upheld (M/YTD)	#IDC Decisions Overturned (M/YTD)
0/0	0/0	0/0

May 20, 2024 Communications Committee Report

The committee held the first New Homeowner Orientation meeting on April 30th. The meeting was well attended with 16 owners representing 10 properties in attendance. Information regarding the Trust, Assembly, and I'On Design Committee was provided along with a walk through the community website. The feedback received was all positive. Depending on the volume of new home sales, we plan on holding these meetings quarterly.

Mary has begun working on the 2025 community directory. The May edition of Living in I'On included a first call for ad sales from which the purchase of 3 ad spaces have already been confirmed. An email blast will be sent to the community the last week of May. Homeowners are reminded that if their information was incorrect in last year's directory or they are a new resident, they should reach out to Mary James at mary.ion@ravenelassociates.com to ensure you are listed correctly this year.

The community reader board, approved at the March Board meeting, was installed on Friday, May 17th. It has replaced the old I'On sign inside of the brick wall and planter in the Square's center courtyard on North Shelmore. Be on the lookout for important updates and upcoming events that will be posted here! Our hope is for this to be another opportunity for residents to stay informed as another level of communication outside of email blasts.

