



## Islands of Beaufort Homeowners Association Board of Directors Meeting

Tuesday, September 13, 2022

### Call to Order at 1:30

#### PRESENT FOR MEETING

**Board Members:** Alex Kent, Eric Powell, Carmen Dillard, David Jussaume (Absent: Alan Dechovitz)

**Bundy Appraisal and Management:** Robert Bundy

**IOB Community Members:** Fred Mueller, Marilyn Mueller, Scott Whitehead, Tom Kucharchik, Pat Kilcoyne, Mitch Mitchell, Gloria Papp, Missy Taylor. Kat Klinger, Kevin Klinger, Randolph Dominic, Jeff Weber

#### COMMUNITY COMMENTS

- Anchorage Way Drainage concerns
  - Mitch Mitchell (resident at 13 Anchorage Way) provided an update to the Board on a meeting that took place last Thursday. The purpose of the meeting was to address and come to consensus among the parties present on a possible resolution to the drainage problem on the south end-of Anchorage Way. At the request and invitation of Mitch Mitchell, the meeting took place in front of Lots 27 and 28, owned by Frank Genco and Tim DiDonato (respectively). Those in attendance for this meeting were Frank Genco, Tim DiDonato, Eric Powell (Contractor for the DiDonato home), Alan Dechovitz, Alex Kent, and Mitch Mitchell. Mitch reported they made great progress.
    - During the meeting, property owners DiDonato and Genco agreed to put a storm water drainage swale on their common property line.
    - Eric Powell will coordinate finding and supervising subcontractor(s) to relocate the swale that previously crossed the DiDonato property. The proposed swale would be located five feet on either side of the property line between Lots 27 and 28.
  - Alex Kent commented that the Board discovered there are no easements in that area and responsibility was left to the homeowners. An easement was originally planned by the developer of IOB, but that never happened. As a result, there is no deed or ownership of property by the HOA. The Board will need to see a plan put in place and have cost estimates to review and is currently awaiting these from contractors. Alex pointed out that he and Alan disagreed with statements

in Mitch's meeting summary. Mitch agreed that he may have overstated some aspects of the meeting in his notes.

- Eric Powell also commented that the meeting was a productive one with it being the first time the DiDonato and Genco parties were in agreement regarding a possible solution. Prior to this, legal action was threatened by Mr. Genco. Speaking as a BOD member, not the DiDonato's contractor, Eric said the BOD should try to avoid litigation.
  - Eric contacted Lawn Solutions for a bid to create the proposed swale.
  - Relocation of the swale was not a pre-requisite to the beginning of the construction.
- Pickleball Courts
  - Scott Whitehead commented that in July, there was discussion about budgeting \$35,000 to convert one tennis court to a pickleball court. Robert Bundy came back with a quote. Scott presented a letter to the Board signed by 32 IOB residents requesting this expense be included in the budget.
  - Tom Kucharchik mentioned that the community has many new pickleball players. Having an additional pickleball court would be beneficial.
- Gloria Papp asked if the dead trees that have fallen over on some lots attract termites.
  - Alex Kent said at this time, homeowners may or may not remove dead trees but are required to maintain the appearance of the property.
  - Kat Klinger said the limbs decomposing on the lot are good for the soil/environment.
  - Kevin/Alex both commented that when termites don't have something to feed on, they move to structures.
  - In the past, the Bundys would send letters to property owners regarding a fallen tree. Eric Powell explained that his became an arduous process for the Bundys, often with homeowners not following through with the removal.

#### **PRESENTATION OF MINUTES – AUGUST 2022**

Eric Powell made a motion that the minutes from the July IOB Board meeting be approved, and this motion was seconded by David Jussaume. The minutes were accepted unanimously by the Board.

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# Islands of Beaufort HOA Treasurer Report

## September 13<sup>th</sup>, 2022 BOD Meeting

August 31<sup>st</sup>, 2022 Status

### Treasurer's Highlights

1. Total *Spend-to-Date* across all 4 accounts: \$274.4K. (3 of 4 accounts are underspent.) (Slides 2-5)
2. Common Area Reserves are *Overspent* for the year.
3. IOB Annual Meeting Finance Report is working.

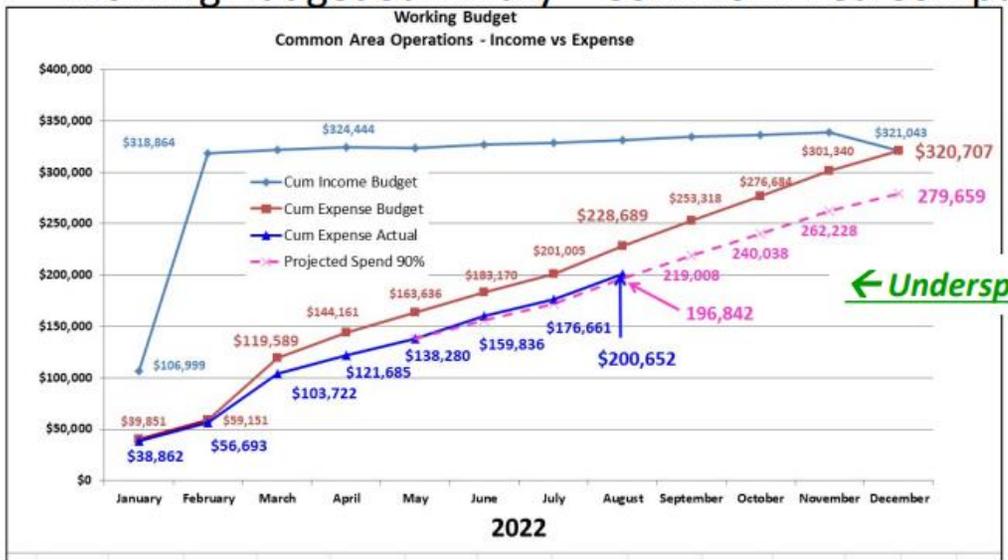
### Look Ahead

1. Bridge inspections cost of \$6,000 (total for both bridges).
2. Bridge repairs.
3. Clubhouse repairs/renovations: gym, ADA ramp.

### Decisions Required

1. Assessment levels for 2023.

# Working Budget Summary – Common Area Comparison of Plan to Actual



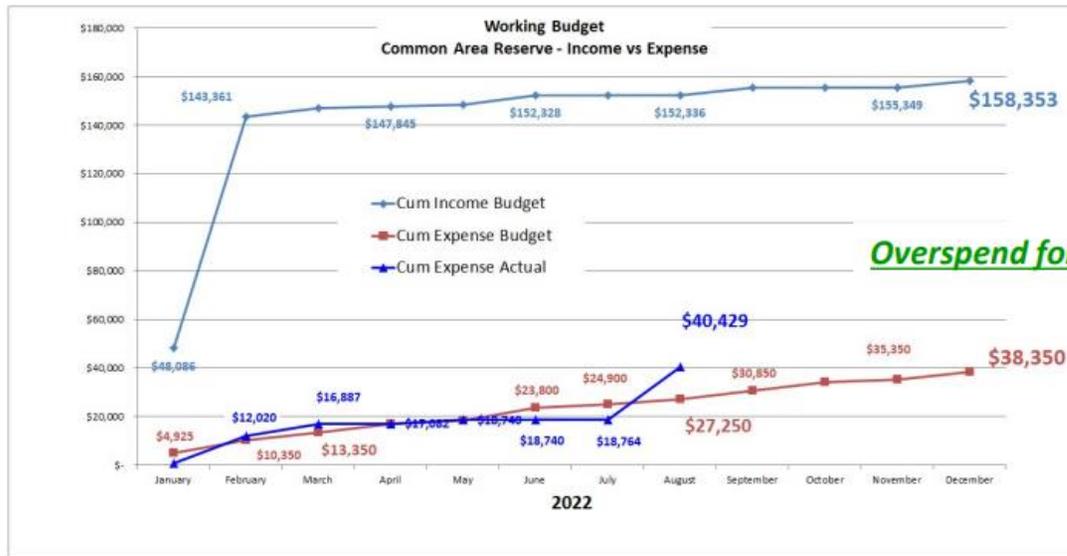
← Underspend - \$27.6K

Common Area Operations	budget	actual	surplus (deficit)
annual mtg	0	352	(\$352)
accounting	360	645	(\$285)
legal	4000	7514	(\$3,514)
mgmnt	21751	20158	\$1,593
mrkting	6983	6918	\$65
ins	56526	48448	\$8,078
ARB	12600	12374	\$226
G&L	46332	46941	(\$609)
GLComm	32200	11584	\$20,616
CH	8950	8847	\$103
pool	10972	12254	(\$1,282)
social	3000	2268	\$732
Main gate	4380	3180	\$1,200
util	20634	19521	\$1,113
<b>Total</b>	<b>228688</b>	<b>200652</b>	<b>\$27,684</b>

	January	February	March	April	May	June	July	August	September
Actual Spend	38.8	56.7	103.7	121.7	138.3	159.8	176.6	200.6	
Budgeted Spend	39.8	59.1	119.6	144.1	163.6	183.1	201	228.7	
% of Budget	97.5%	95.9%	86.7%	84.5%	84.5%	87.3%	87.9%	87.7%	

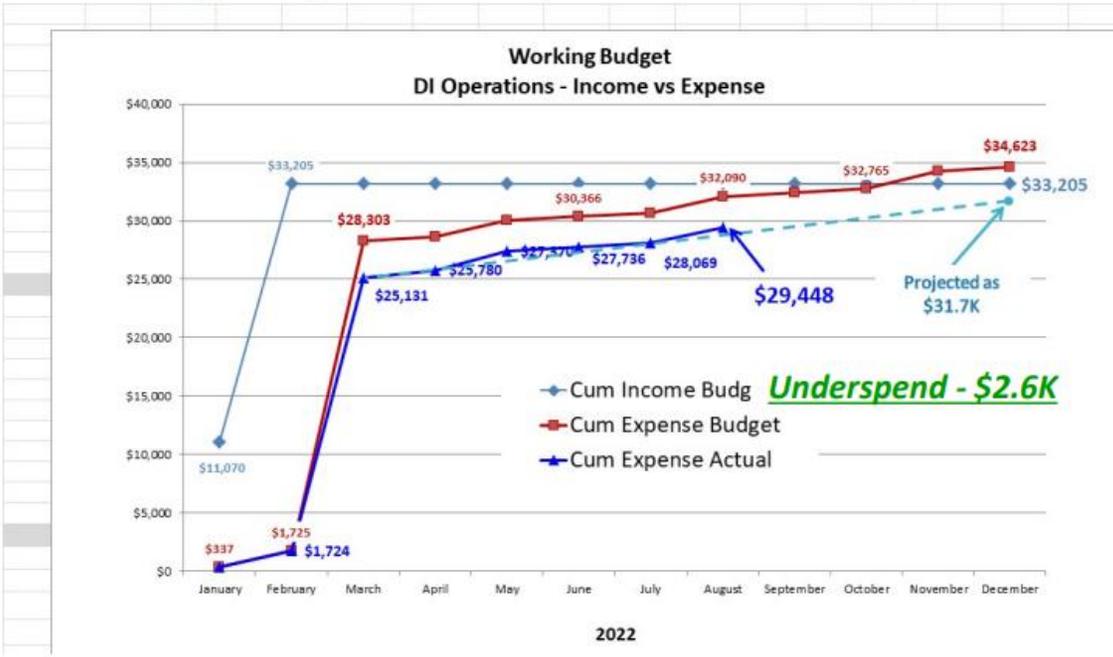
## Spend Rate as a Percentage of Plan

## Working Budget Summary – Common Area Comparison of Plan to Actual



Common Area Reserve	budget	actual	surplus (deficit)	
Equipment Purchases	3333	4117	(\$784)	
Entry Gate Routine Repairs	1650	0	\$1,650	
CI Wear Board Maintenance/Replacement	1000	0	\$1,000	
Vacant Lot Maintenance	8850	9750	(\$900)	
New landscaping installs	2500	1380	\$1,120	backflow pr
Cleaning Dry Retention Ponds	2250	24	\$2,226	
Cleaning wet Retention Ponds	3000	0	\$3,000	
Refresh/add river rock along DeLa Gaye	1500	0	\$1,500	
Clean certain street drains	667	0	\$667	
Unexpected Expenses	2500	4781	(\$2,281)	Belle Grove
Clubhouse Expansion/Repair/Enhancements	0	4587	(\$4,587)	
IOB Gym Equipment	0	15790	(\$15,790)	
	27250	40429	(\$13,179)	

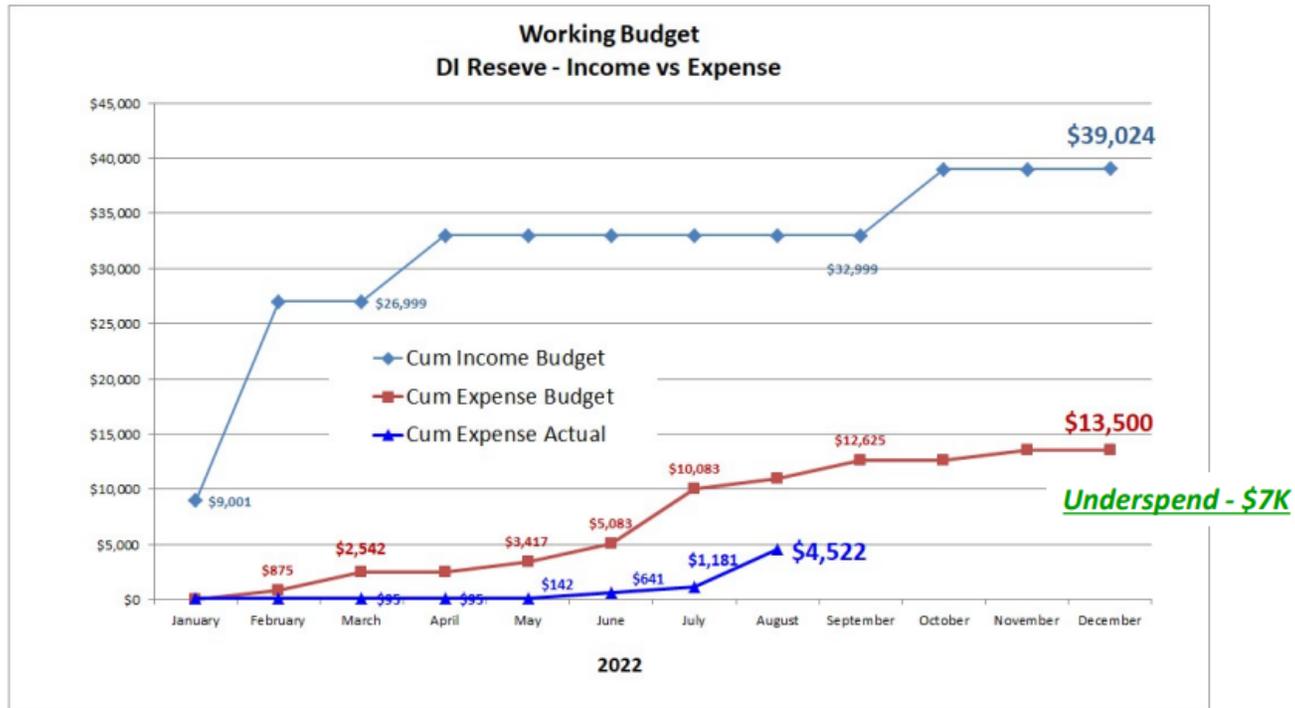
# Working Budget Summary – Deer Island Comparison of Plan to Actual



DI Operations	budget	actual	surplus (deficit)
Deer Island Property Taxes	0	0	\$0
Deer Island Gate Equipment Lease	3150	3150	\$0
Internet [Hargray] for: DI Gate	1073	1068	\$5
Gate Phone (VoIP)	160	156	\$4
Deer Island Irrigation Water	810	1210	(\$400) backflow pr
Deer Island Landscape Maintenance Materials	0	0	\$0
Electrical (for gate operation & well pump)	656	645	\$11
Stormwater Infrastructure Maintenance	0	1200	(\$1,200)
Deer Island Bridge Insurance	26241	22019	\$4,222
<b>Total</b>	<b>32090</b>	<b>29448</b>	<b>2642</b>

Deer Island Annualized Costs		
Gate		% of Projected Spend
Elec	526	
Security	4200	
VoIP	240	
Internet	1608	
subtotal =	6574	20.7%
<b>Totals 90%</b>		
Bridge Ins	22019	69.5%

## Working Budget Summary – Deer Island Comparison of Plan to Actual



	DI Reserves	budget	actual	surplus (deficit)	
	DI Landscape repair	3333	95	\$3,238	
	DI Gate maintenance, repairs, parts	2625	450	\$2,175	
	land bridge entrance concrete repair (west end)	0	0	\$0	
	Unexpected Expenses	0	3336	(\$3,336)	Drainage cc
	Deer Island Bridge Wear Board Replacement	5000	0	\$5,000	
		10958	3881	\$7,077	



## MANAGEMENT REPORT – ROBERT BUNDY, BUNDY APPRAISAL AND MANAGEMENT

- Management was in I.O.B. in August on the 4<sup>th</sup>, 9<sup>th</sup>, 16<sup>th</sup>, 23<sup>rd</sup> and 31<sup>st</sup>.
- The bridge inspection is set for this Wednesday and Thursday.
- Alan and Robert met with Chris Rosengarten with Low Coast at Palmetto Place on August 31<sup>st</sup>. The quote from Chris was received and forwarded to Alan. With a majority of the Board, the proposal from Low Coast was accepted and sent to Chris on the 9<sup>th</sup>.
- Leon was asked to dig out the dry retention ponds, when possible.
- Robert emailed Linda with On Court Off Court to see if they have received the pickleball replacement nets yet. Her reply was, “Unfortunately, we are still out of stock on replacement nets and apologize for the inconvenience!” They implied now that we could place an order and have it on backorder, and they hope to have them by the end of the year. I asked Linda if they have the complete set in stock, and she has not replied. Do we want to place an order or do we want to purchase two complete setups?
- Kolcun/AllCare has trimmed the Palmetto and removed the other trees that the Club House Committee recommended be removed.
- Robert sent Taylor Borger with Taylor Made Electric an email to see if he has gotten together a quote for the lighting survey. His reply was, “Hello Robert. Sorry for the delay. I should have something for you shortly. There was a delay getting updated pricing but we did receive last week so I just need to finish putting the costs together.”
- Two benches were ordered from Grayco for the tennis courts on August 23<sup>rd</sup>. Shanee Best with Grayco said it will take about two months to get them in. She is also checking to see if Seaside Casual will replace the damage high-top chairs.
- The sign for the lot donated by the Klinglers has been delivered to the Klinglers. The Klinglers have sent in a check to cover the cost of the sign.
- The second sign for Belle Grove Park has been ordered as well as a replacement custom sign for the pool.
- The new equipment and flooring has been ordered. Flooring is to be delivered October 24<sup>th</sup>. Installation to be after November 5<sup>th</sup>. The date for removal of old equipment is to be finalized; the company suggested November 11<sup>th</sup>.
- Robert called and emailed Eagle Electric regarding the power at the Cotton Island dock. Eagle Electric went out last Thursday and met with Alex. He also called and emailed O’Quinn Marine regarding the broken ladder on the Cotton Island dock. Dawn said that she would put in the work order, however she did not know when they would get to it.
- Robert called Whitmore Plumbing and reported that the toilet next to the sink in the lady’s bathroom is stopped up.
- Management sent out nine (9) requests for bids to provide landscape service next year. Three replied and have met with Jeff, Carmen and/or Alex and Robert. Robert called and left messages with Martin and Keen, he spoke to Southern Palmetto, South Coast and Salt Marsh who said they were interested and requested the information again. They were sent the information again. One proposal from Lawn Solutions was received and forwarded to the Board.
- Amazing Event Rentals has been contracted with to 100 chairs and 8 high top tables, to be picked up by Leon on the 21<sup>st</sup> and returned on the 24<sup>th</sup> of October. We recently

received a request to rent two six-foot banquet tables. That request has been forwarded to Amazing Event Rentals.

- The repairs to the Deer Island gate have been completed.
- Application has been made to Beaufort County to receive the special HOA valuation on the lot given to the Association from Mr. and Mrs. Klingler.
- The quote from MillerDodson to do a Level 2 reserve study is **\$4,625**.
- The financials were emailed to all board members September 5, 2022.
- Finance charges were applied if applicable to owners with balances. Bills were mailed and emailed.
- Eight owners on the receivables as of 9/12/22. One owner is paying monthly. One owner owes for lot cleaning. One owner owes fines and the 2022 assessment. Five owners owe for annual kayak storage billed 9/1/22.

## 2022 Closings

#	Lot	Address	Purchaser	Closing Date/Seller
1.	Lot 3-079	345 De La Gaye	Charles & Kristin Bowling	1/6/22 from Abdo
2.	Lot 3-102	281 De La Gaye	Joanne Beyer	1/7/22 from Weinman
3.	Lot 3-055	114 Palmetto Place	John & Carol Phelps	1/20/22 from McNeil
4.	Lot 3-101	285 De La Gaye	Eric & Annie Powell	1/25/22 from Commercial Prop.
5.	Lot 3-051	106 Palmetto Place	Eric & Annie Powell	1/28/22 from Jones
6.	Lot 3-066	105 Palmetto Place	Steve E. Block	1/28/22 from Bazemore
7.	Lot 3-111	245 De La Gaye	Craig & Allison Loescher	2/2/22 from Woodard
8.	Lot 3-090	504 Plough Pt	Adam & Adrienne Frank	2/7/22 from Bono Estate
9.	Lot 3-058	120 Palmetto Place	Regina Lysak	2/11/22 from Walsh
10.	Lot 2-029	6 Anchorage Way	George Sparacio & Tracy Peri	2/14/22 from Meraklis
11.	Lot 4-018	418 Islands Ave	Jonathan & Nikole Sullivan	2/17/22 from Conner
12.	Lot 4-024	406 Islands Ave	John & Deanna McElveen	2/18/22 from McLaughlin
13.	Lot 3-064	109 Palmetto Place	Alan & Lisa Tomlin	2/18/22 from McNeil
14.	Lot 3-030	240 De La Gaye	Pivotal Holdings LLC-E.Knight	2/25/22 from Ledford
15.	Lot 3-038	272 De La Gaye	Daniel & Carrie Moody	3/4/22 from Glimmerveen
16.	Lot 3-039	276 De La Gaye	Daniel & Carrie Moody	3/4/22 from Creamer
17.	Lot 3-015	418 Battery Chase	T. Newberry-Farm Qtr Invest	3/18/22 from Coleman
18.	Lot 3-018	421 Battery Chase	T. Newberry-Farm Qtr Invest	3/18/22 from Wood Trust
19.	Lot 1-015	220 De La Gaye	Anthony Hutcheson	3/18/22 from Patterson
20.	Lot 3-020	417 Battery Chase	Mark & Christy Pincheon	3/25/22 from Lepore
21.	Lot 3-022	413 Battery Chase	T. Newberry-Farm Qtr Invest	4/1/22 from Neiko
22.	Lot 3-031	244 De La Gaye	Timothy & Joan Kane	5/2/22 from Feldman
23.	Lot 3-076	317 Islands Ave	Ron Van Beek/Mary Hughes	5/13/22 from Keim/Peitz
24.	Lot 3-060	117 Palmetto Place	George Kamil/Jacqueline Milad	5/17/22 from Frey
25.	Lot 3-026	405 Battery Chase	Christine/Chris Cotterill	5/27/22 from Bonds
26.	Lot 3-057	118 Palmetto Place	Virginia Lee Kozak	6/2/22 from Marconi
27.	Lot 1-017	228 De La Gaye	Daniel/Jeannine Wolfe	6/3/22 from Babb
28.	Lot 4-011	20 Islands Ave	David/Gloria Papp	6/10/22 from King
29.	Lot 1-005	118 Five Oaks	Charles/Samantha Nechtman	6/10/22 from Crawn
30.	Lot 3-035	205 De La Gaye	Jeffrey Mangan	7/7/22 from White
31.	Lot 3-030	233 De La Gaye	Allison Lee	7/25/22 from Rustad

32 Lot 2-013	47 Anchorage	John & Patricia Wynn	7/29/22 from Storey
33 Lot 1-014	214 De La Gaye	Chris & Christine Cotterill	8/5/22 from Patterson

**Pending Closings:** None at this time.

## **MARKETING – MARILYN MUELLER**

### **Private Communities**

- 348 community view pages ↑
- 50 clicks to our website ↑
- 15 clicks to our Facebook page

### **IOB Website**

- Total Users: 1,107 ↑
  - New Users: 984
  - Sessions: 1,182 ↑
  - Page Views: 4,605
  - Pages per session: 4
  - 1 sales leads from both Private Communities and IOB website ↑
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- All leads received a Welcome Package, list of lots / homes for sale and were contacted by one of our Preferred Realtors.
  - Lead requests are up. We believe this is in direct response to the photos that have been submitted on our Facebook page.
  - We have just begun to review our Trademark protection. Will update as soon as we have definite information. (IOB is still the active trademark. )
  - The Communications Budget and the Marketing Budget accompany this report.

Send pictures (if available) to Jean or Nancy. The committee wants to restart the newsletter beginning in 2023. They are looking at different formats.

The committee will submit their budget request for the next year.

## **ARCHITECTURAL REVIEW BOARD (ARB) – FRED MUELLER / ALEX KENT**

- Construction continues on seven residences at IOB, and one residence is scheduled for a final review at the next ARB meeting on Sept. 19th.
- The details for an ARB-approved residence are being finalized with the contractor.
- The current total of residences either built, under construction, or in the ARB process is 97, representing a buildout of more than 60%.

## **CLUBHOUSE – ERIC POWELL**

Clubhouse maintenance project update

- Rain has caused a delay in completion of the ramp.
- Decking on front right porch is rotting and will be repaired.

- Gym renovation projects are expected to be completed in November.
- Joan Dechovitz has decided to step down as Chair for the Clubhouse Committee. The committee will be requesting applications. Nancy and David Brandt have expressed interest in filling the position. The committee is currently revisiting the roles and charter.

#### **SOCIAL COMMITTEE - MISSY TAYLOR**

- A reception for Jeff's retirement will take place on December 4<sup>th</sup> from 2:00 – 4:00 pm. There will be a variety of platters, a decorated cake, drinks/banners. The committee estimates a cost of \$300 – 325. Joan will arrange for the Christmas bonus collection for Jeff and put the tree up in the Clubhouse. Eric will let Jeff know about the event and ask him to also bring his family.
- The cost by the committee to host the annual party is \$5,795. This will include heavy hors d'oeuvres from Grace and Gouda, beverages, and music entertainment. (This is a reduction from the original budgeted amount of \$8,000.)
- The Merry Mingle Holiday event will take place on December 10<sup>th</sup>.

#### **GROUNDS AND LANDSCAPE COMMITTEE (G&LC) – KATHY WHITEHEAD / ALEX KENT AND CARMEN DILLARD**

The Grounds and Landscape Committee (G&LC) met on September 1.

- The irrigation map for the landscape RFQ was completed for sharing with the bidders on September 6.
- Kolcun Tree Service pruned 33 IOB Sabal Palms (including 3 on Deer Island) on Friday, August 12.
- The September newsletter was prepared and sent to the Board. It was approved and emailed to residents on September 6 and will be available on IOB's website.
- The Committee's charter was updated, incorporating suggestions from the Committee and the Board's additional changes. A final copy was given to all Board members.
- The Committee requests \$1,500 in 2022 funding for holiday decorations at the IOB front gate. If funds are provided, the Committee is willing to assume this responsibility. We think the entry gate decorations are an important statement regarding IOB's brand as a premier neighborhood. We would start with a professional quality gold (or red) bow and spray of greenery with gold balls on each of the 4 gate posts (not on the swinging gates) and a set of wrapped or painted gift boxes secured to the top of the kiosk. The decorations could be expanded in future years, but we need to get started soon to have something ready for early December. A motion was made requesting approval of this funding by the Board and it was approved by all Board members in attendance.
- Budget request for 2023 – The Committee requests the same level of budget funding as was approved at the October 2021 annual meeting, plus \$1,500 for holiday decorations. To the extent the 2023 professional landscaping contract includes certain expenses that were budgeted in 2022, such as chemicals, mulch/pine straw, and pond/swale maintenance, that portion of the approved budget logically would be moved to a line item for the professional landscape contract. A detailed copy of the approved 2022

budget is attached for the Board's reference in preparing the 2023 budget. We would be pleased to work with Board members to refine and update this request as the Board prepares the proposed 2023 budget.

Three other significant projects for which G&LC continues to plan are:

- Christmas/holiday tree project (residents could purchase live Christmas trees and donate them to be planted on IOB property right after the holidays or alternatively plant them on their own property). Kat Klingler has contacted nurseries and is continuing to research growers who could obtain trees for IOB on a direct basis. Potential planting locations are being identified, as well. This project will require some HOA funding for planting the trees, which we expect to request at the Board's Oct. 4 meeting. For planning purposes, we are estimating that 30-40 trees could be donated and need planting. Due to size, weight, local availability, and deer resistance, we are focusing on Eastern Red Cedars as the species.
- Mapping key specimen trees (e.g., live oaks, palms, magnolias, red cedars) on IOB property during 2022. To be undertaken when the weather is cooler and committee time permits. Existing plats (and some topographical surveys) for IOB have been obtained, enlarged, and laminated for use in this mapping project. The output of the project will be helpful in developing plans and future budgets to care for the most important trees.
- Developing a plan to improve the safety of sidewalks, particularly those with significant drop offs at the edges. G&LC mapped these locations last spring. This, too, will require funding.

To the extent these 3 items are important to the Board, additional funding will need to be provided in the 2023 budget, as these items were not included in the 2022 approved budget.

#### **OLD BUSINESS**

- Replacement streetlight plan through Dominion Energy
  - Two LED fixtures were installed. Most people did not like the significant increase in brightness.
  - Conversion to LED fixtures will be cheaper than operation of the current fixtures.
  - After discussion, the Board made the decision of hold off on transitioning to the new LED lights at this time, due to the undesirable brightness of the LED lights compared to the existing lights.

#### **NEW BUSINESS**

- A question was brought up about the number of children/teens in IOB and Halloween. A "Trunk or Treat" idea was suggested for trick or treaters; possibly consider having it at a centralized location. Another suggestion was to send out a notification about how many kids (and age) will be trick or treating.

**The meeting adjourned at 3:34 pm.** The Board went into Executive Session.