



## **ISLANDS OF BEAUFORT HOMEOWNERS ASSOCIATION**

**Board of Directors Meeting**

### **MINUTES**

Tuesday, May 14, 2024

1:30 PM

#### **CALL TO ORDER AT 1:30 PM**

#### **PRESENT FOR MEETING:**

Alex Kent, Eric Powell, Carmen Dillard, David Jussaume, Robert Bundy, Fred Mueller, Scott Whitehead, Joanne Beyer, Richard Bayer, Nancy Brandt, David Brandt, Bruce Sullivan, Susan Sullivan, Linda Tunstall, Fred Mueller

*Absent:* Bill Quarles

#### **COMMUNITY COMMENTS**

- Susan Sullivan shared concern that gates are left open for different events (real estate). Someone came in wanting to use the facilities, and a large truck came in without being buzzed in. Alex commented that it is frustrating when realtors give out a code for others to use. People are trespassing when they do this. He said he can send out additional reminders about that and tailgating. Susan asked if people can be buzzed in when entering the community for open houses. Also, can realtors monitor the gate? Alex said the Board will continue discussion about this.
- Bruce Sullivan said he has observed subcontractors and UPS trucks going over the bridge too fast. Alex, living on Cotton Island, has observed some going too fast over the bridge, including some residents. He has spoken to neighbors and a vendor he witnessed personally going too fast. He said the 10 MPH sign and adding additional 10 MPH bridges on the bridge can be done. David Jussaume commented that 10 MPH is slow and people continue to speed. Eric Powell and David Jussaume suggested that plastic speed bumps could be considered on bridges. The Board will investigate this further.
- David commented that Deer Island residents are contemplating walkway on the DI bridge.

#### **PREVIOUS MINUTES COMMENTS – JANUARY 2024 (PRE-APPROVED AND POSTED)**

- The approved April 2024 minutes were sent to Kathy Bundy and PickleJuice (who manages the IOB website) on 5/3/2024 in advance of this meeting.
- There were no additional comments.

#### **FINANCE REPORT - DAVID JUSSAUME/ALEX KENT**

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# Islands of Beaufort HOA Treasurer Report

May 14<sup>th</sup>, 2024, BOD Meeting

Status as of April 30<sup>th</sup>, 2024

## Treasurer's Highlights

1. Total *Spend-to-Date* across all 4 accounts: \$185K.
2. Unpaid 2024 Assessment: 2 properties.
3. Proposed 2025 IOB Budget Cycle Timeline.

## Look Ahead

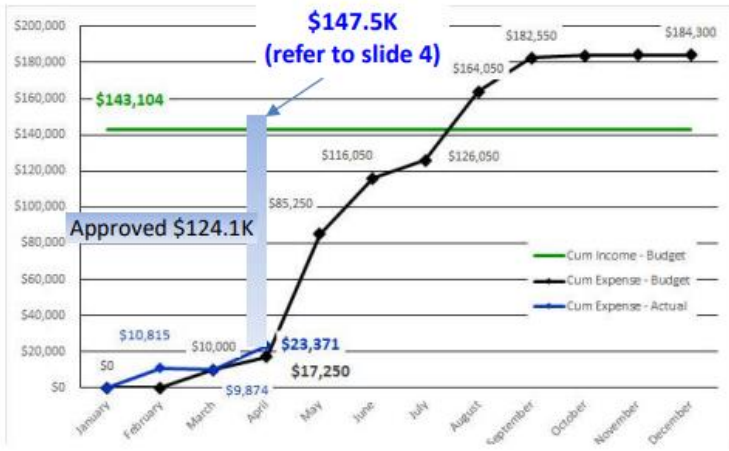
1. Rate of spend in Common Area Reserves.

## Decisions Required

1. Elimination of Video and Phone Service in CH (page 6).
2. Select fence vendor for racquet court project. Refer to separate package.

# Budget Summary - Common Area

## Comparison of Plan to Actual – Accrual Basis



Common Area Operations	budget	actual	under (over)	
Annual Meeting Expenses	\$0	\$0	\$0	
Accounting Fees	\$800	\$200	\$600	
Legal Services	\$833	\$260	\$573	
Management Fees	\$10,141	\$10,350	(\$209)	
ARB Services	\$5,417	\$6,298	(\$881)	
G&L Maintenance	\$25,986	\$19,241	\$6,745	Pine straw, mulch
G&L Comm	\$18,048	\$17,410	\$638	
Insurance & Taxes	\$61,690	\$52,100	\$9,590	Red. coverage bridge
Marketing	\$3,000	\$2,840	\$160	
Clubhouse	\$4,085	\$4,440	(\$355)	
Pool	\$6,308	\$5,515	\$793	
Main Gate	\$2,424	\$2,511	(\$87)	
Social/Hospitality Committee	\$1,300	\$511	\$789	
Utilities	\$10,350	\$10,409	(\$59)	
	<b>\$150,382</b>	<b>\$132,085</b>	<b>\$18,297</b>	

Common Area Reserves	budget	actual	under (over)	
Grounds and Landscaping	\$17,250	\$0	\$17,250	
Clubhouse	\$0	\$14,793	(\$14,793)	CH roof
Communication and Marketing	\$0	\$0	\$0	
Bridges	\$0	\$1,059	(\$1,059)	
Gates and Security	\$0	\$6,870	(\$6,870)	
Roads and sidewalks	\$0	\$0	\$0	
Racquet Courts	\$0	\$0	\$0	
Other	\$0	\$649	(\$649)	parking sig
Unplanned	\$0	\$0	\$0	
	<b>\$17,250</b>	<b>\$23,371</b>	<b>(\$6,121)</b>	

# Budget Summary - Deer Island

## Comparison of Plan to Actual – Accrual Basis



Operations	budget	actual	under (over)
Property Taxes	\$0	0	\$0
Gate Equipment Lease [4 qtrs @ \$1,050]	\$1,110	1111	(\$1)
Internet [Hargray] for: DI Gate	\$537	535	\$2
Irrigation Water	\$417	197	\$220
Grounds and Landscape Contract	\$2,000	2004	(\$4)
Backflow Preventer Test (@ 47 Anchorage Way)	\$0	0	\$0
Landscape Maintenance - Materials and Labor	\$750	1494	(\$744)
Causeway Electrical (for gate operation)	\$208	273	(\$65)
Gate maintenance, repairs, parts	\$500	3226	(\$2,726)
Stormwater Infrastructure Maintenance	\$0	0	\$0
Bridge Insurance	\$26,600	20575	\$6,025
<b>Total</b>	<b>\$32,122</b>	<b>\$29,415</b>	<b>\$2,707</b>

Reserves	budget	actual	under (over)
Shortfall to Operations Budget	\$0	\$0	\$0
Landscape improvements and replacement	\$2,000	\$88	\$1,912
Bridge	\$0	\$0	\$0
Seal DI Causeway and Anchorage Way	\$0	\$0	\$0
<b>Total</b>	<b>\$2,000</b>	<b>\$88</b>	<b>\$1,912</b>

## Not yet Accrued – Approved and Discussed

## Common Area

	Approved	Discussed	
<b>Operations</b>			
Trim and demoss 4 trees @ CH	\$1,200		
Bridge Inspection increased cost	\$500		
Clean out pipe @ 217 DLG			
Operations total =	\$1,700	\$0	
<b>Reserve</b>			
Repair of CI Dock - floating dock		\$2,500	
Racquet Court Update	\$69,909		refer to separate summary
CH Shutters	\$7,000		
Islands Ave landscape extension	\$8,300		The Greenery
Dog fennel treatment	\$4,903		The Greenery
New Roof - CH	\$13,497		remaining 50%
River rock for areas of French drains		\$12,579	along DLG
Soft wash of CH		\$1,500	last done March 2022 by CHS Clean
Signs for docks and bridges	\$150		No smoking, no open flames, etc. (qty 4)
Sidewalks	xxxx		Repair, removal, rerouting
Frame picture	\$352		aerial shot of IOB
Insurance Deductible-Lajen lawsuit	\$20,000		
<b>Information used on Slide 2</b>	Reserve total =	\$124,111	\$16,579

# Bridge Insurance Details

UMR: B2429BF2400161

**CONDITIONS PRECEDENT:** None – other than may exist in the standard policy

**SUBJECTIVITIES:** None

**CHOICE OF LAW & JURISDICTION:** LAW: This insurance shall be governed by the laws of the

**JURISDICTION:** Subject to the exclusive jurisdiction of the Courts of

**PREMIUM:** USD 46,015.00 (exclusive of any taxes and fees)

**RECORDING, TRANSMITTING & STORING INFORMATION:** Where Bowood a trading name of Howden Reinsur maintains Risk and Claim data / information / documents electronically relevant regulatory requirements.

**UNITED STATES CLASSIFICATION:** US Surplus Lines.

**SURPLUS LINES BROKER:** CRC Insurance Services, Inc (Sumter, SC)

**SURPLUS LINES BROKER ADDRESS:** 20 Wesmark Court  
Sumter  
29150  
South Carolina  
United States of America

**LICENCE NUMBER:** 133903

**ALLOCATION OF**

5/12/2024



The Table of Syndicates referred to on the 1

## Insured Risk Spread Across 5 Syndicates

**INSURED WITH:** 100% Certain Underwriters at Lloyd's of London.

SIGNED LINE %	SYNDICATE	SYNDICATE NUMBER
27.5000	AXL	2003
25.0000	CHN	2015
20.0000	CIN	0318
15.0000	AML	2001
12.5000	AES	1225
		<b>NO. OF SYNDICATES</b>
<b>100.0000</b>		<b>5</b>

**DECLARATION UNDER  
BOWOOD BINDING AUTHORITY**  
B2429BW2402003  
B2429BW2402015  
B2429BW2400318  
B0429BA2302001  
B2429BW2400225

**SUMMARY OF CHARGES**  
Premium \$46,015.00  
Policy Fee 200.00  
Surplus Lines Tax \$2,772.90  
**TOTAL: \$48,987.90**

This company has been approved by the director or his designee of the South Carolina Department of Insurance to write business in this State as an eligible surplus lines insurer.

## Breakdown of charges

# Recommendation to eliminate costs

Walters, Rozena

to Kathy, me, Robert, Jose

Cable Boxes to return: 4 Please return cable boxes to the Beaufort Retail location.

12BF2011B927  
12BF2068F5E1  
0021BE636A07  
0021BE6368AD

## Remove Services:

1. Phone service in CH \$43.06 per month
2. Video service in CH \$180.17 per month
3. Totals to \$2,685 per year

05-10-2024

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DEER ISLAND GATE 133.69  
MAIN GATE & CLUBHOUSE 515.33

ISLANDS OF BEAUFORT POA  
Account #: 1000025926

Account and Service Summary						
Type	Information	Recurring Charges	Other Charges	Usage Charges	Taxes & Surcharges	Total
Account 2000025926 - ISLANDS OF BEAUFORT POA						
DATA	132-0447	119.86	0.00	0.00	0.84	120.70
VIDEO	379-6676	159.27	0.00	0.00	20.90	180.17
VOICE	(843) 379-6676	36.50	0.00	0.00	6.56	43.06
Total for 2000025926		315.63	0.00	0.00	28.30	343.93
Account 2000079420 - ISLANDS OF BEAUFORT POA						
DATA	122-3456	119.86	0.00	0.00	0.84	120.70 DI
DATA	ISLANDSOFBEAUF- ORTPOA	12.99	0.00	0.00	0.00	12.99 DI
VOICE	(843)-379-6568	33.00	0.00	0.00	4.71	37.71
Total for 2000079420		165.85	0.00	0.00	5.55	171.40
Account 2000474946 - ISLANDS OF BEAUFORT POA / MAIN GATE						
DATA	132-5198	119.86	0.00	0.00	0.84	120.70
DATA	IOBSECURITYGATE	12.99	0.00	0.00	0.00	12.99
Total for 2000474946		132.85	0.00	0.00	0.84	133.69
<b>Total Account and Service Charges</b>						<b>649.02</b>

Clubhouse Video

Clubhouse phone

Pool phone 911 Access

Discussion during meeting:  
Will check the TVs in the gym to see if they are Wi-Fi compatible. Will also check on landline Clubhouse phone requirement.  
Decision: Can go ahead and cut video.

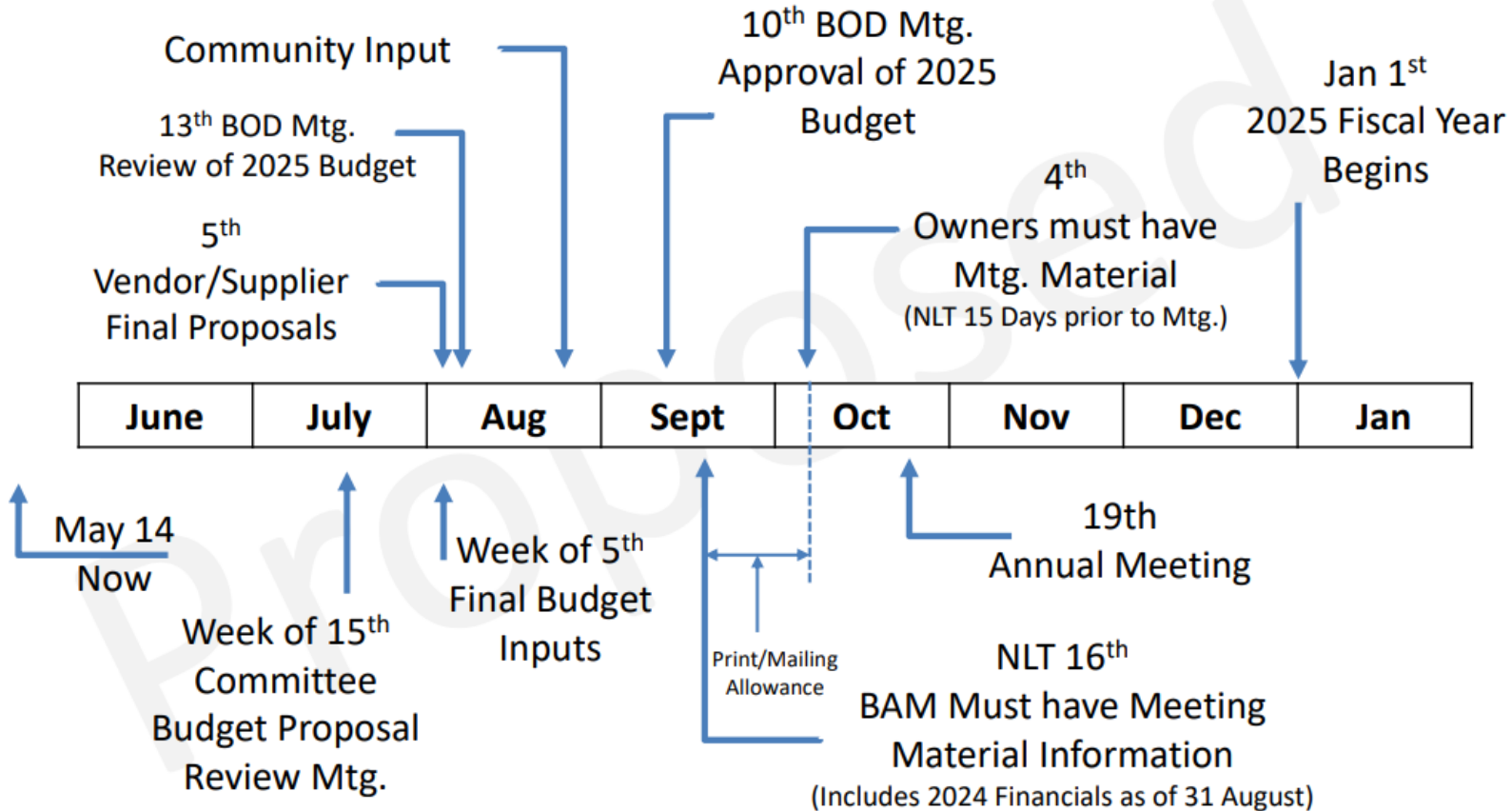
Deer Island Internet for Gate

Main Gate Internet for Gate

# 2025 IOB Budget Cycle Timeline

Committee Budget Proposal Meetings  
July xx, 2024

➤ CPI for June published in July



IOB Covenants, ARTICLE VI: ASSESSMENTS; Section 3.(a)

"... may not exceed the sum of five percent (5%) plus the percentage increase reflected in the U.S. City Average, Consumer Price Index-United States (published by the U.S. Bureau of Labor Statistics, Washington, D.C.) ... Consumer Price Index, for the twelve month period ending the immediately preceding July 1."

## MANAGEMENT REPORT – ROBERT BUNDY

- Management was in I.O.B. in April on the 2<sup>nd</sup>, 11<sup>th</sup>, and 23<sup>rd</sup>.
- Robert contacted three locations regarding renting space for the annual meeting. Sea Island Presbyterian Church is \$200.00 to rent the fellowship hall. As of April 29th, October the 19 was available. Hilton Garden Inn room is only approved for 60 people. The Holiday Inn is \$1,500.00, plus fees and taxes. They are booked for October 19th. (Robert will contact Sea Island Presbyterian Church to finalize the rental of the fellowship hall.)
- The leaning pine tree on lot 17 on Cotton Island, was removed.
- No action has been taken on the quote from McSweeney Engineers to inspect both bridges again. The amount is \$7,000.00.
- No action has been taken on the quote for the “No Smoking or Vaping, No Grilling or Any Flames” signs.
- Merry Maids quoted an additional \$50.00 per visit to clean the porches.
- The contract with Patriot Roofing was signed and the deposit turned over to the owner on May 3rd.
- Hargray was asked about turning off the phone line at the clubhouse 843-379-6676 and the video. The 911 ring down phone line at the pool 843-379-6568 must stay active.
- Management sent out two requests for quotes to build seating on the Pickleball/Tennis Courts.
- Management sent out two requests for quotes to install/repair fencing around the Pickleball/Tennis Courts.
- The April financials were emailed to all board members May 7, 2024.
- Delinquency letters and statements were mailed and emailed to 3 owners with balances for assessments on 4/2/24. One owner paid. Interest was applied to these accounts. Two owners are still delinquent for their 2024 assessments plus late fees and interest. These owners were mailed another copy of their 4/1/24 delinquency letter with the May invoice. They have until May 31, 2024 to pay or their account will be sent to the attorney for a demand letter. There are 6 other owners on the receivables for their lot cleanup fees plus interest.

### 2024 Closings (2023 Closings= 19)

1/19/24	Lots 2-015/2-016	59 Anchorage Way	Folly Properties (John Wynn)	House (Jones)
1/19/24	Lot 1-003	109 Five Oaks	Leslie Frank & Helen Davis	House (Shaw)
1/26/24	Lot 2-023	32 Anchorage Way	David & Terri Tilley	House (Urban)
3/29/24	Lot 1-005	118 Five Oaks Cir.	John & Kristin Carter	House (Nechtman)
4/22/24	Lot 4-001	101 Sunset Ct	Gary & Diane Downing	House(Condon)
4/25/24	Lot 3-024	409 Battery	Chase Martin & Deborah Boltres	Lot (Hogg)
4/25/24	Lot 3-025	407 Battery	Chase Martin & Deborah Boltres	Lot (Hogg)
4/26/24	Lot 3-034	256 De La Gaye	Wade Green	Lot (Price)
5/2/24	Lot 4-018	418 Islands Ave	Randy & Martha Nash	Lot(Sullivan)
5/7/24	Lot 3-077	353 De La Gaye	David & Robbie Koren	House(Bytwerk)

### Pending Closings that attorneys have requested a certification of assessment:

1. Mar Lot 4-025 404 Islands Ave. Morris selling lot to Jason & Nicole Pheiffer. Should close 5/10/24.
2. Lot 4-026 402 Islands Ave. Manquen selling lot to Saltwater Homes LLC. Should close 5/17/24. (same mailing address as Wade Green)

3. Lot 2-018 56 Anchorage Way. Rigol selling to Steven & Loree Roark.  
Should Close 5/29/24.
4. Lot 2-019 48 Anchorage Way. Sanchez selling to Steven & Loree Roark.  
Should Close 5/29/24.

**MARKETING & COMMUNICATIONS COMMITTEE – TOM ERTTER/ALEX KENT**

- Picklejuice is working on the website design.
- The committee is not planning to meet again until next month.

**ARCHITECTURAL REVIEW BOARD (ARB) – FRED MUELLER/ BILL QUARLES**

- Currently there are 96 residences built at IOB. There are 7 residences under construction – 4 on the mainland, and 3 on Cotton Island. There are 14 double lots and 10 lots are HOA owned. There are 66 lots to be developed. 67% absorbed.
- The status of residences under construction as visible from the street is listed below:

<b>Name</b>	<b>Location</b>	<b>Permit Status</b>	<b>Foundation Status</b>	<b>Work Status</b>
Moody	272/276 Dela Gaye III-38/39	Permit issued 10-9-23	Foundation Survey Date 11-30-23	Interior work in process
Brown	6 Sunset Court IV-6	Permit issued 12-15-23	Foundation complete	Framing ongoing
Cunningham	316 Dela Gaye III-68	Permit issued 11-27-23	Foundation survey date 1-5-24	Interior work in process
Northcutt	410 Islands Ave IV-22	Permit issued 4-8-24		Foundation ongoing
Gillette	224 Dela Gaye I-16	Permit issued 3-8-24		Foundation ongoing
Martin	108 Sunset Ct. IV-5	Permit issued 4-12-24		Foundation ongoing
Lahn	325 Dela Gaye III-84	With the City for Engineering		

- Status of ARB reviews/construction

<b>Name</b>	<b>Location</b>	<b>ARB Review/Construction Status</b>
Block	Lots 65/66 105/107 Palmetto Place	Preliminary review approved. On hold until late 2024
Brown	Lot 6 – Cotton Island 106 Sunset Court	Framing
Brown	Lot 50 104 Palmetto Place	Final review approved. With builder for pricing
Cunningham	Lot 68 316 Dela Gaye	Interior work ongoing
Gillette	Lot 16 – Phase 1 224 Dela Gaye	Foundation ongoing

Knight	Lot 30 240 Dela Gaye	Final review approved. Is being sold as “spec.”
Kleckowski	Lot 83 329 Dela Gaye	Conceptual plan approved at Feb. meeting. With architect.
Lahn	Lot 84 325 Dela Gaye	Plan approved at March meeting. In engineering
Martin	Lot 5 – Cotton Island 108 Sunset Court	Foundation ongoing
Moody	Lots 38/39 272/276 Dela Gaye	Interior work ongoing
Northcutt	Lot 22 – Cotton Island 410 Islands Avenue	Foundation ongoing
Tretheway	Lot 99 293 Dela Gaye	No activity. Probably won’t build.

***Other comments:***

- Fred reminded the attendees that if they see something of concern regarding builders and/or subcontractors, let him know.
- Some residents have expressed concern about the length of time it takes to complete the foundation. This can cause construction to go longer than the Covenant required year timeline. When a person finalizes the contract to build with builder, plans go to city for permitting, silt fences go in, city inspects, trees are removed, city inspects. The foundation is started, city inspects. Covenant wise, the clock starts after the foundation is complete, and the pace of the building process can be better controlled.
- Nancy Brandt asked if there is a requirement for number of trees that can be cleared from the lot during the building process. Eric said that the arborist who works with the ARB tends to be restrictive. Additionally, the City of Beaufort requires listing of every tree on the lot. Specimen trees require replacement. Fred said if property is narrow and the owner has to build back to the setback line, trees may have to be removed if it is too close to the foundation. The ARB monitors the building process, and builders are held accountable by the City of Beaufort.

**CLUBHOUSE REPORT – DAVID & NANCY BRANDT/ERIC POWELL**

- Cornhole sets are in place.
- David put up locks required by DHEC to gates to pool.
- Furniture inside the Clubhouse will be moved to see if a different location for some pieces is better.
- Eric received a quote to soft wash the Clubhouse and windows
- Eric says a revised shutter quote is forthcoming.
- The roof work is almost complete. Two sheets of plywood had to be replaced due to rot. There was also a hole at the transition of the roof lines. A rubberized membrane now covers the entire roof.

**SOCIAL COMMITTEE – KIM DAVID & DONNA GENCO/DAVID JUSSAUME**

- Cinco de Mayo was a great success with 42 in attendance.

- The survey results have been completed. The committee is awaiting the results.
- Planned events for 2024:
  - **July 4<sup>th</sup> - Reading of the Declaration of Independence – 9:00 am** Coffee and baked goods will be available, and the program will begin at 9:30 pm with the reading and patriotic music.
  - **September 28<sup>th</sup> - Porch Party** Hosts will supply their porch, paper products, water, etc. Guests are asked to bring a drink and dish to share.
  - **October 19<sup>th</sup> - Annual Party** A contract was signed “Debbie and the Boys of Summer” to provide the music for the evening. The committee is in the process of determining the number and types of tables that will be needed for the party.
  - **December 14<sup>th</sup> - Merry Mingle** (More information later.)
- For more information, refer to the Homeowners section of the IOB website: <http://www.islandsofbeaufort.com/wp-content/uploads/2024/02/2024-Social-Events.pdf>

**GROUNDS & LANDSCAPE COMMITTEE/GREENERY REPORT FOR THE  
IOB MAY 2024 BOARD MEETING  
KATHY WHITEHEAD/CARMEN DILLARD**

- The committee met May 2. Linda Tunstall, Kat Klingler, and Alex Kent, representing the Open Space Committee, joined our committee to recap their goals and objectives, review and gather feedback on plans for improving various pathways around IOB, and to discuss the best way for our teams to work together. Our discussion was productive, and we’ll continue to work together on areas of common interest.
- The new plantings along Islands Avenue between the entry gate and the Phase I plantings have been installed by The Greenery.
- The two trees with dead limbs overhanging the playground area have been flagged, along with a tree that has large bumps on it and is dead at the top. Proposals for evaluation and/or trimming/removal need to be requested.
- Kathy Gardner and Kathy Whitehead met on April 25 with Lee White and Romario Blackwood from The Greenery to develop ideas for improving the appearance of certain street islands and private lot easements that are eroding onto the west end of DeLa Gaye Point between Palmetto Place and Islands Avenue.
  - A proposal will be developed to add 3 15-gallon split-leaf philodendron around the palm in the Five Oaks street circle, along with about 7 lime green sedum as an accent in front of the center philodendron. There is irrigation on that street island that needs a new battery. The Greenery will take care of that. The sod will remain for now.
  - The Battery Chase street island needs the aging Loropetalum removed for consistency with most other street islands.
  - The Greenery will develop a proposal to slightly regrade the slope along the hillside portion of lots 3-72, 73 and 74 and the hillside section along lots 79 and 80 and hydroseed them, timing the work to precede an expected soft rainfall.
  - The Greenery is preparing a quote to plant irises around the Belle Grove Park signs.
  - We also discussed ideas for planting the large planter, which the committee recommended moving into the pool area, near the shower, where the deer cannot

disturb its contents and drip irrigation would be easy to install. A nice-sized hydrangea bush (with white or blue blooms) was agreed upon as a possible choice.

Kathy W and Romario later toured IOB to confirm areas where mulch and/or pine straw are to be installed this spring. They also noted that the treatment for the dog fennel has begun but there are several areas that have not been treated yet (notably the pond and adjacent area behind the Clubhouse) and are quickly growing large.

- Refer to the Greenery report below for further updates.

### **THE GREENERY REPORT - APRIL 2024** **Carmen Dillard**

- Ongoing communication with The Greenery in the past month
  - The monthly virtual meeting with The Greenery was held on April 26, 2024 with Carmen Dillard, Romario Blackwood, and John Buzzell.
  - The following items were addressed in April:
    - Continuation of routine maintenance (mowing, blowing, edging)
    - Weed management (ongoing)
    - First turf application
    - Palm pruning (ongoing)
  - The next monthly meeting is scheduled for May 31<sup>st</sup>.
- Front Entrance –
  - The oleander recently received Rose-Tone fertilizer to promote flowering.
  - The white picket fence along Mink Point (before reaching the IOB entrance) continues to need ongoing repair. If the Board determines that the fence needs to be replaced, it is important that the replacement fence allow the oleander to receive needed filtered sunlight to maintain good health.
- Deer Island
  - Landscape island – The area where dead viburnum was removed appears to be filling in by adjacent viburnum. At this time, no replacement plant is recommended.
  - The volunteer palm in the landscape island on Deer Island Causeway was removed.
- Clubhouse
  - The Plum Yew has come back strongly since receiving deer repellent and fertilizer treatment. The Distylium is bouncing back, but not as quickly. One plant may need to be replaced.
  - Some of the Jasmine growing around the gate entrance to the pool has died and should be removed. New jasmine plants can be planted.
  - A dead palm to the left of the pool deck will be removed.
- Cotton Island
  - The turf was treated for dollar weed. The area is still experiencing flooding during heavy rains which is hindering the success for weed treatment and allowing other fungal growth. The Greenery will explore two options to address this: (1) Top dress the area where the water is not draining; (2) Put in a small French drain near the area where the bench is located.

- Pruning of palm trees. (The boots of the palms in the park were removed. This was not done by The Greenery. Typically, those should stay in place to better protect the plant.)
- The oak tree to the left of the bridge when entering CI along with the viburnum by the pump house will be trimmed to allow better visibility.
- Retention Ponds, Swales, Drainage Streams
  - Ponds continued to be checked on a weekly basis by The Greenery crew. Any refuse from trees or plants is removed.
  - Bush hogging is planned to commence the end of April/beginning of May around the retention period near the basketball court. The dog fennel in this area is particularly problematic so the crew wants to keep the dog fennel growth at a minimum.
- General
  - Pine straw and wood mulch application is scheduled for May.
  - Dog fennel treatment has begun and will continue through the summer months.
  - The lorpetulum on Plough Point will be trimmed back 18-24 inches and fertilized in May.
- Requests for Proposals/Quotes for Board Review
  - A proposal was received on March 23<sup>rd</sup> for \$12,578.80 to install river rock and landscape fabric at the pipeline areas between Lots 14-15 (near the Deer Island Entrance) and between Lots 45-46 on De La Gaye. Discussion regarding river rock installation near Deer Island entrance has been placed on hold until the source(s) of water seepage can be determined and addressed. Carmen requested that the quote be revised for the Board to consider doing just the area between Lots 45-46 for the time being. Romario will contact Robert Bundy for further background information regarding both of these areas.
  - Refer to requests for quotes for Five Oaks, Battery Chase, erosion control, and Belle Grove Park sign plantings earlier in the G&LC report.

***Other discussion:***

- Fred requested that the easement between De la Gaye and Palmetto be mowed at least every two weeks.
- Alex requested that The Greenery be reminded to blow off the bridges each week.
- Additionally, Alex recommended that The Greenery do some trimming by the CI bridge, along with removing Spanish Moss from the Cedar tree to the left of the Clubhouse driveway and pruning the palms in that area.
- David Jussaume commented that the dog fennel treatment appears to be working.
- David also commented that we need to come up with a position about concrete trucks parking on the gravel area by DI.
- David Brandt requested that the gates in the vicinity of the pool area that are typically locked be checked by The Greenery when they are working in that area to make sure they are relocked.
- When discussing the pipeline areas near the DI entrance, Robert Bundy said the area drains from the catch basin at the wetlands area. We may need to consider redoing that whole area to get it to drain probably. That said, it may never get rid of drainage issue entirely due to the wetlands.

## **OPEN SPACE COMMITTEE – LINDA TUNSTALL/ALEX KENT**

- The committee met on April 30.
- At this time, it does not appear feasible to attain grants from the Beaufort County Green Space or Open Land Trust. We will continue to pursue other avenues for funding to provide further Open Space amenities for our community.
- We are in the process of developing a strategic yearly plan for the enhancement of Open Space within our community and hope to present it to the board within the next two months.
- Alex, Kat and I met with the Grounds and Landscaping Committee to share our goals and objectives. We look forward to working together with them to share and coordinate our plans. In particular, we mentioned adding street signage to walking paths and reducing the mowed width of the pathways to encourage succession growth. At this time, The Greenery is fighting dog fennel but when that is completed, we should be able to implement changes to mowing.
- The committee has prepared a draft of a neighborhood map (see below) which identifies existing open space for our community to use and enjoy. We want to promote these areas as amenities for recreation, walking and access to nature. We intend to post this to the Homeowners section of the IOB website in the near future.
- Ideally, we will work with the Marketing Committee to update the existing IOB of homesites which is posted on the website.
- To coincide with this, we are asking the board for funding not to exceed \$10,000 in 2024.
  - Funds not to exceed \$1000 to create and install discreet signage at the street entrances to the walking paths (nature trails) and directional signage at intersections along the paths. 5-6 signs would be needed. (The Board approved this expenditure.)
  - Funds not to exceed \$2200 to purchase 6 park benches to be installed throughout the community, allowing walkers a place to stop and rest or just enjoy the views. (The Board recommended getting additional pricing on the park benches to see if the requested amount is what is needed.)
  - Funds not to exceed \$6700 to purchase 2 picnic tables, 4-8 Adirondack Chairs, and 2 gliders. The proposed furniture installations would be within Belle Grove Park and Lot 17 and provide additional spaces for families and neighbors to gather. (Refer to comments below under “*Other Discussion.*”)

### ***Other discussion:***

- Pathway through the easement behind De la Gaye and Palmetto – A suggestion was made (for a long term goal) to go to a 4-foot width with succession plantings after the dog fennel plants are treated.
- The committee wants to try to incorporate pathways and amenities on the IOB map for the website.
- Needs to be part of what is combined with landscaping on lot 17. Let’s have a plan and integrate along with G&LC and kayak storage. No trash cans.
- Get specs on benches.
- Come back next month with where benches will go, lot 17, hours of use for those facilities to protect the privacy of the neighbors. Eric will get quote for vista pruning of lot 17 (lot 18 owners have requested

# IOB Neighborhood Map (DRAFT)



## **OLD BUSINESS**

- CI/DI Bridge Pedestrian Walkway Update – Alex Kent
  - The Cotton Island Bridge is about 50% complete. The remaining work to be done is weather dependent. Only two people can work when applying the final surface. The walkway work is fully cured after two weeks.
  - Deer Island Bridge – no report
- Tennis Court Repairs/Pickleball Court Conversion Status – David Jussaume (Refer to Appendix A at the end of these minutes for David’s complete report.)
  - The mushroom treatment is completed.
  - Seating area – can be done before or after resurfacing. Currently looking for bids.
  - Talbot - \$41,500 does not include fencing or padding.
  - Asphalt repair – some surfaces will need grinding too improve slope and get better drainage. (red dotted line on new asphalt in illustration – Appendix A.)
  - MAJ completed their work.
  - Quote was received for two magnolias to be removed – recommended to proceed.
  - Fence quotes – two within \$200 of each other.
- Access/Security System Issues & Contract Update – Alex Kent, David Jussaume (Refer to Appendix B at the end of these minutes for the complete report.)
  - Current system is 25 years old
  - Anything they own, they replace. Anything we own they will service.
  - Custom Security proposes/recommends adding a barrier arm. We need to verify if IOB or them will own this. Minimum cost – Barrier arm cost is \$,8483 plus monthly lease at \$177/month for the main gate.
  - Term of lease and gate is 5 years.
  - The funding for this would be a reserve spend, but we need to understand the cost as this is a major purchase.
  - We need to ascertain what they own and IOB owns and have all in the contract.
  - The Board sought quotes from other companies. They were either non-responsive or would involve a complete replacement
- Clubhouse roofing – Eric Powell (Refer to Clubhouse Committee report)
- Sidewalk Repairs and Possible Removal in Some Areas – Eric Powell/Carmen Dillard
  - Eric met Urmando Rodriquez to survey the sidewalks based on the information Carmen compiled while checking the sidewalks throughout the community.
  - More information will be provided after we receive his recommendations.
- Kayak Storage – Alex Kent
  - Alex is communicating with other communities and still gathering information. Some require an initiation fee, and rentals of space vary.
  - The community needs to find a balance between active spots and storage spots
- Lawsuit Update – Alex Kent
  - We are currently in the Discovery phase of the lawsuit up until 5/20. Alex received compilation from attorneys. Nothing further can be reported at this time.
- Robert reported that Rhett Gallery is completing the framing of the IOB aerial map which will be hanging in the Clubhouse conference room and available for meetings as needed.

**NEW BUSINESS - (None)**

**A MOTION WAS MADE TO ADJOURN AT 3:25 PM. THE BOARD WENT INTO EXECUTIVE SESSION.**

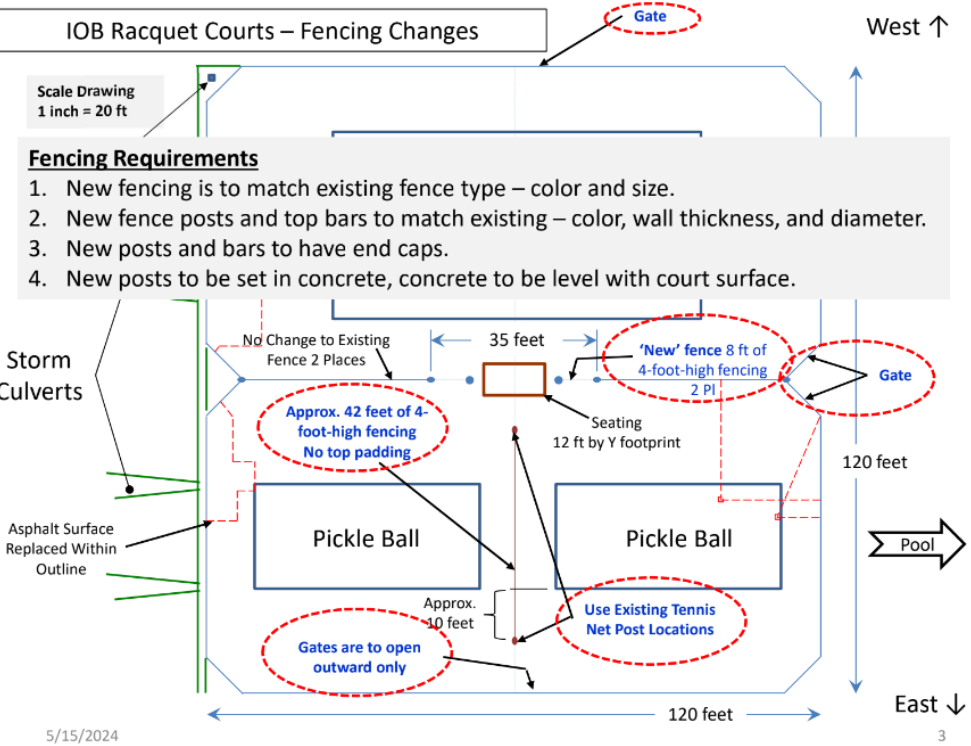
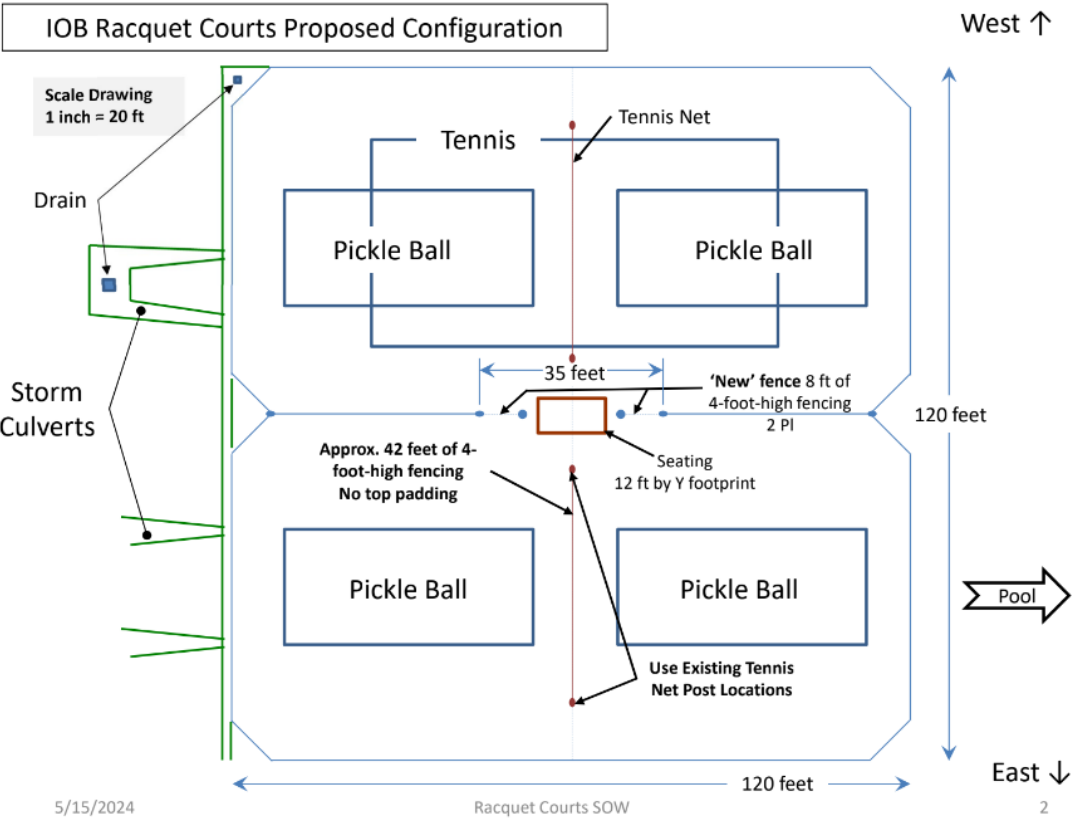
**THE NEXT MEETING IS SCHEDULED FOR TUESDAY, JUNE 11<sup>TH</sup> AT 1:30 PM AT THE CLUBHOUSE.**

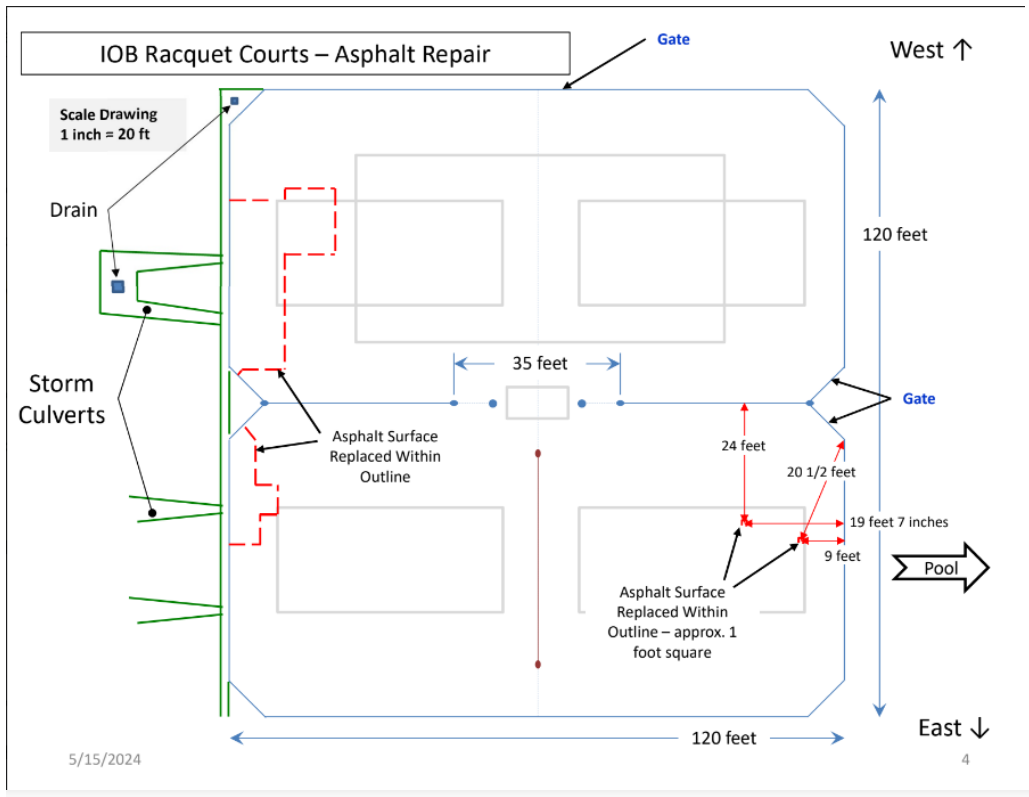
**APPENDIX A – TENNIS/PICKLE BALL COURTS**

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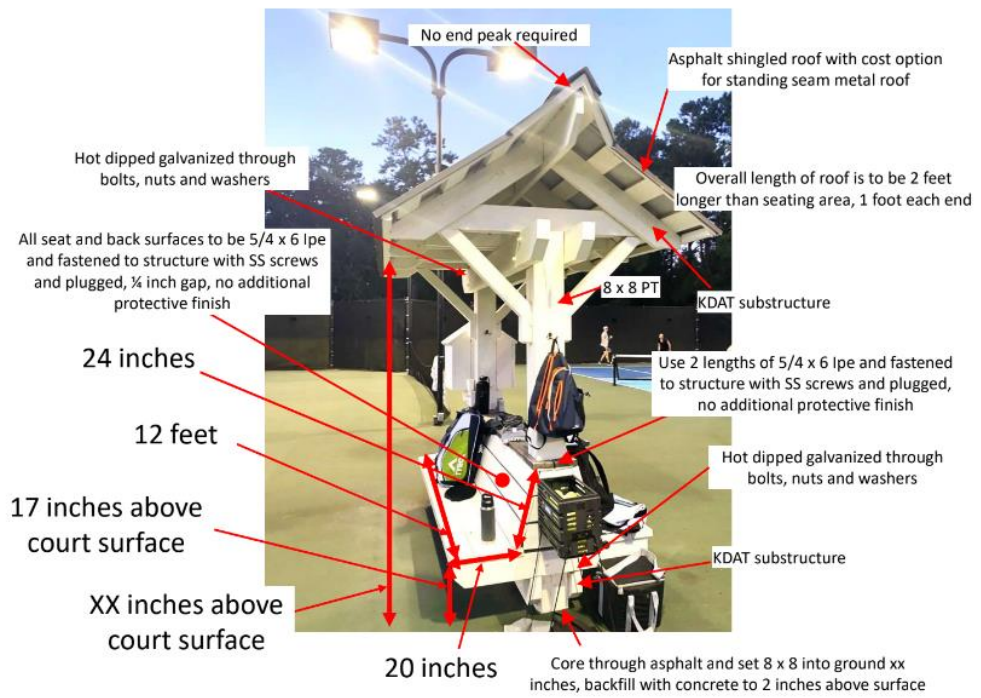
**Statement of Work for IOB’s Racket Courts**

1. Excavate and repair the south end of the west court and an area on the east court.
  - a. Saw cut, remove damaged asphalt and roots, replace base, and repave.
  - b. Refresh rip rap (class B) at south end (includes resetting filter fiber as needed).
2. Raise and repair existing fencing and gates to eliminate court damage.
3. Remove two magnolias at the south end of the west court.
4. Add lighting to walkway to racket courts.
5. Courts
  - a. Repair and resurface both courts, fill cracks and areas where there is damaged fiberglass, level “bird bath” spots.
  - b. Convert the east tennis court to two pickleball courts with posts and nets.
  - c. Line the west court for tennis and pickleball and install a new tennis net (and replace posts if found to be non-functional).
  - d. Add fencing between the two new pickleball courts.
  - e. Add permanent covered seating (approximately 12 feet long) area and fencing between east and west courts.
6. Miscellaneous equipment etc.





**IOB Racquet Courts Proposed Seating Area**



# IOB Racquet Courts Proposed Configuration – Quotes and Cost Estimates

- December 2023 - \$61K
- March 2024 - \$61.7K
- May 2024 - \$69.9K

Racquet Court Workscope Cost Estimates												
Vendor	Court Conversion	Add Fencing between Courts	Padding on fence between PB courts	South End Retaining Wall	South End Court Repair	Repair/Repaint of Existing Fencing/Gates	Lighting of Walkway to Courts	Seating Area between East and West Courts	Remove two (2) Magnolias, South End	Total	Increase	Notes
Howard B. Jones & Son	No Bid											
The Tennis Court Doctor	\$65,412	\$13,000			\$6,800					\$85,212		Withdrew bid
Everline	No Bid											
Carolina Sport Surfaces	\$29,800	Not broken out								\$29,800		Additional costs for crack repair not quantified (> \$4K)
Talbot Tennis	\$41,496	\$5,851	\$850							\$41,496	\$15,498	
MAU Enterprises				\$3,900	\$9,180					\$13,080	\$680	Completed
TBD								\$10,000		\$10,000		Out for quote
IOB							\$1,000			\$1,000		
TBD						\$0						
A1 Tree									\$600	\$600		
Graybar Fence Company		\$2,733								\$2,733		
Southern Fencing		\$2,985										
										\$1,000		Miscellaneous
										total =	\$69,909	\$16,178
										Deposit with Talbot Tennis	\$0	
										Balance =	\$69,909	

- Talbot Tennis**
1. Contract signed 8 Feb 2024
  2. Talbot cancelled contract due to concerns with court repairs (incorrect slope and drainage issues).
  3. "New" contract submitted May 7<sup>th</sup>, 2024.
  4. **Price increase due to requested grinding of court repairs and additional seam repair at surface repairs.**
  5. Fencing requirement removed.

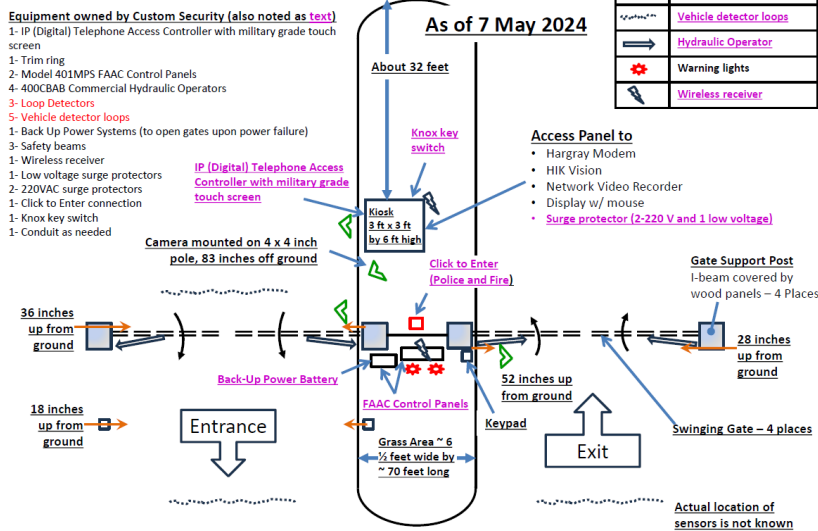
5/15/2024

Racquet Courts SOW

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## APPENDIX B – ACCESS/SECURITY SYSTEM

### IOB Main Gate – Physical Arrangement



5/15/2024

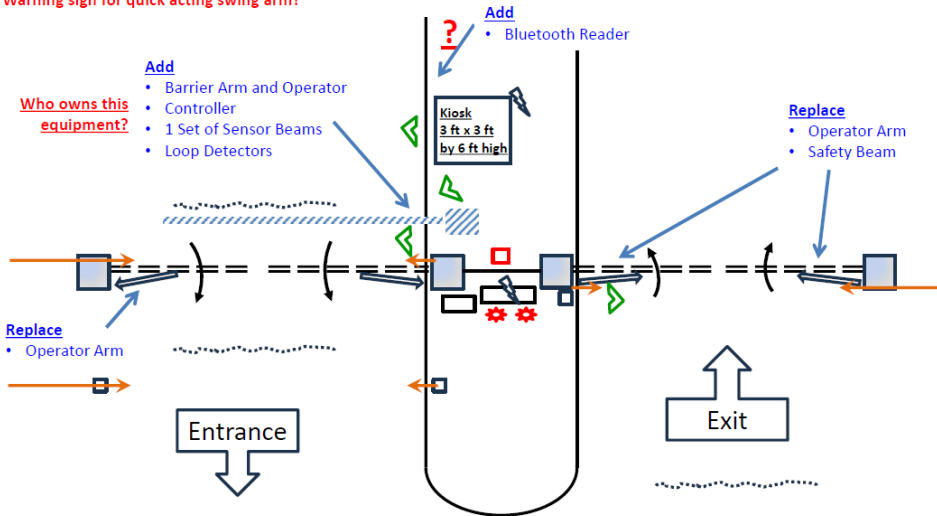
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1

# IOB Main Gate – Physical Arrangement

**Proposed Additions and Replacements**  
 Cost - \$27,586 (includes cost of adding Bluetooth reader at CH)

- Who adds concrete pad, elec. power, surge protectors, CAT 5 cable, elec. panel breakers ... ?
- Does a single "open" command actuate both the swing arm and swinging gate?
- How quickly does the swing arm close?
- Warning sign for quick acting swing arm?



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# Deer Island Gate – Physical Arrangement

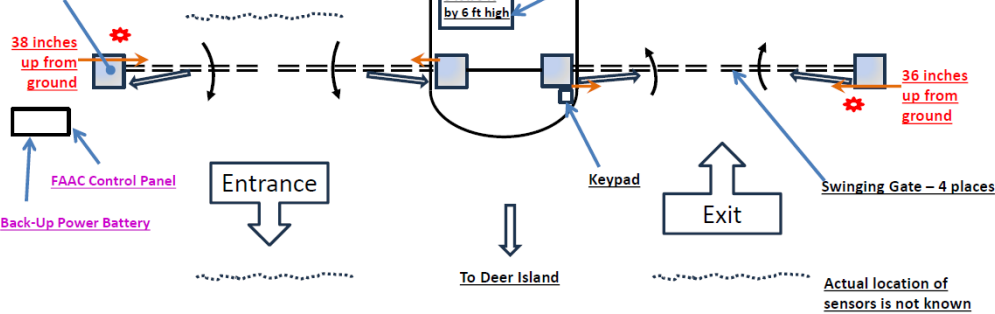
As of 9 May 2024

**Equipment owned by Custom Security (also noted as text)**

- 2- Model 401MPS FAAC Control Panels
- 4- 400CBAB Commercial Hydraulic Operators
- 3- Loop Detector
- 5- Vehicle detector loops
- 1- Back Up Power Systems (to open gates upon power failure)
- 2- Safety beams
- 1- Wireless receiver
- 1- Low voltage surge protectors
- 2- 220VAC surge protectors
- 1- Click to Enter connection
- 1- Knox key switch
- 1- Conduit as needed

**Gate Support Post**

5 x 5 inch Stl beam – 4 Places



	Camera and Direction
	Safety beams
	Vehicle detector loops
	Hydraulic Operator
	Warning lights
	Wireless receiver

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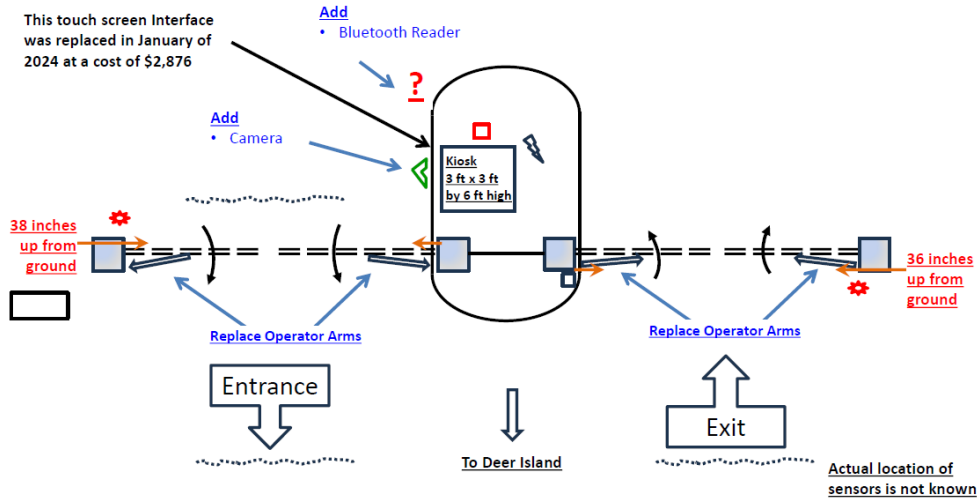
3

# Deer Island Gate – Physical Arrangement

## Proposed Additions and Replacements

Cost - \$13,102

	Camera and Direction
	Safety beams
	Vehicle detector loops
	Hydraulic Operator
	Warning lights
	Wireless receiver



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## IOB's Custom Security Cost Comparison

- Present vs. Proposed

<b>Front Gate Access Update:</b>	
1 – 2MP Video Camera Kit integration with iCloud software(\$569 install & \$7 per month)	
Note: Camera is integrated with the gate access controller to record clips upon kiosk bump detection, visitor entry, and credential entry.	
1 – Bluetooth Reader (\$350 install and \$8 per month)	
LEASE INSTALLED PRICE.....	\$919.00
LEASE MONTHLY INCREASE.....	\$15.00 per month
CHAMBERLAIN CLOUD FEE (30 day storage).....\$20.00 per month	
Note: The LiftMaster Cloud Fee is for the access controller to be maintained via the internet provided by the community. These fees are set by Vendor and <u>not</u> Custom Security, subject to change. Includes MyQ app where owner and facility managers can change schedule of when door is locked and unlocked, see history of users that have entered the building, restrict access of cards for certain hours/days of the week.	
*Apps available \$2/each per month*	
<a href="#">Video Link for the MyQ App</a>	
<b>Gate Access Equipment - EXIT:</b>	
2 – Commercial Hydraulic Operators	
1 – FAAC Control Board	
1 – Enclosure for Equipment	
2 – Loop detectors	
3 – Loops cut and patch	
LEASE INSTALLED PRICE.....	\$7,221.00
<b>Lower Beams - EXIT:</b>	
2 – Beams	
LEASE INSTALLED PRICE.....	\$920.00
LEASE MONTHLY INCREASE.....	\$12.00 per month

<b>Gate Access Equipment - ENTRY:</b>	
1 – Commercial Hydraulic Operators	
1 – FAAC Control Board	
1 – LED Light	
1 – Loop detectors	
2 – Loop cut and patch	
LEASE INSTALLED PRICE.....	\$4,290.00
<b>Barrier Arm to Assist with Tailgating – ENTRY:</b>	
1- Barrier Arm Operators with Safety Lights and concrete pad	
1- 14' Barrier Arm with Safety Lights	
1- Pair Monitored Safety Beams with Post	
1- Access Controller	
2- Loop Detectors	
2- Vehicle Safety Loops Cut & Sealed (1 Free Exit)	
LEASE INSTALLED PRICE.....	\$8,483.00
LEASE MONTHLY INCREASE.....	\$177.00 per month
CHAMBERLAIN CLOUD FEE (add'l).....	\$10.00 per month
<b>Clubhouse Access Control</b>	
1 – Add Bluetooth Reader to Front door of Clubhouse	
LEASE INSTALLED PRICE.....	\$350.00
LEASE MONTHLY INCREASE.....	\$8.00 per month
<b>Gate Camera System Update – ENTRY &amp; EXIT:</b>	
1- 8Channel 4TB High-Definition Recorder with LP Smart+ Analytics	
1- License Plate Recognition Camera with logging and search capabilities	
2- 4MP Turret Camera with 90IR and WDR (2 – gates)	
1- Backup battery for momentary power outages	
INSTALLED PURCHASE PRICE.....	\$4,066.00
<b>Option – Exit LPR:</b>	
1 – License Plate Recognition Camera with logging and search capabilities	
INSTALLED PURCHASE PRICE.....	\$1,337.00
GRAND TOTAL INSTALL PRICING.....	\$27,586.00
GRAND TOTAL ADDITIONAL LEASE MONTHLY.....	\$212.00 per month
GRAND TOTAL ADDITIONAL CHAMBERLAIN CLOUD FEES.....	\$30.00 per month

5/15/2024

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## IOB's Custom Security Cost Comparison

- Present vs. Proposed

<b>Front Gate Access Update:</b>	
1 – 2MP Video Camera Kit for integration with iCloud access software	
Note: Camera is integrated with the gate access controller to record clips upon kiosk bump detection, visitor entry, and credential entry.	
1 – Bluetooth Reader	
LEASE INSTALLED PRICE.....	\$919.00
LEASE MONTHLY INCREASE.....	\$15.00 per month
CHAMBERLAIN CLOUD FEE (30 day storage).....	\$20.00 per month
Note: The LiftMaster Cloud Fee is for the access controller to be maintained via the internet provided by the community. These fees are set by Vendor and <u>not</u> Custom Security, subject to change.	
<b>*Apps available \$2/each per month*</b>	
<a href="#">Video Link for the MyQ App</a>	
<b>Gate Access Equipment - EXIT:</b>	
2 – Commercial Hydraulic Operators	
1 – FAAC Control Board	
2 – Loop Detectors	
3 – Loop cut and patch	
LEASE INSTALLED PRICE.....	\$6,227.00
<b>Gate Access Equipment - ENTRY:</b>	
2 – Commercial Hydraulic Operators	
1 – FAAC Control Board	
1 – LED Light	
1 – Loop Detector	
2 – Loop cut and patch	
LEASE INSTALLED PRICE.....	\$5,956.00
P.O. Box 699 Bluffton, SC 29910	

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## IOB's Custom Security Cost Comparison

- Present vs. Proposed

	Present Charges			Proposed Charges			% change
	Yearly	Q	Month	Yearly	Q	Month	
Quarterly Main Gate Lease	\$5,103.12	\$1275.78	\$425.26	\$8,007.12	\$2,001.78	\$667.26	56.9%
Quarterly Clubhouse Lease	\$3,540.00	\$885.00	\$295.00	\$6,444.00	\$1,611.00	\$537.00	82.0%
Deer Island Quarterly Lease	\$4,443.12	\$1110.78	\$370.26	\$4,863.12	\$1,215.78	\$405.26	9.5%
Total =	\$13,086.24			\$19,314.24			47.6%

Quarterly Main Gate Lease	\$1,275.78	\$1050.00
Quarterly Phone.com		Sum \$60.78
Quarterly iCloud		\$165.00
Quarterly Clubhouse Lease	<del>\$1050.00</del>	\$885.00
Quarterly iCloud Service		<del>\$165.00</del>

Data Taken Directly from *Buidium*

According to the proposal the increase in the monthly fee for the **main gate and clubhouse** would be \$242.00, for **Deer Island** the monthly increase would be \$35.00. A portion of the monthly increase is cloud fee, which according to Robin they have no control over. Total outlay of funds main gate and clubhouse \$27,586,00, Deer Island \$13,102.00.

Extract from Robert Bundy email  
Dated April 19, 2024

5/15/2024

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