



## **ISLANDS OF BEAUFORT HOMEOWNERS ASSOCIATION**

**Board of Directors Meeting**

**MINUTES**

Tuesday, December 12, 2023

1:30 PM

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

### **PRESENT FOR MEETING:**

Alex Kent, Eric Powell, Robert Bundy, Carmen Dillard, David Jussaume, Bill Quarles, Scott Whitehead, Kathy Whitehead, Gloria Papp, Alan Dechovitz, Pat Kilkoyne, Marilyn Mueller, Fred Mueller, David Brandt, Bruce Sullivan, Linda Tunstall, Patty Beyer, Mary Tannenbaum, Steve Tannenbaum

### **COMMUNITY COMMENTS**

- Alan Dechovitz requested that intensity of the lighting along De La Gaye be more subtle if the lighting is going to continue along Islands Avenue past the corner of De La Gaye towards the Clubhouse. Alex responded that the lighting will go no further than where it is currently installed as there is no power source for going beyond where it has already been placed.
- Alan Dechovitz asked for update on the dog situation and any rule changes. Alex responded that the vote taken at the annual meeting was on a change of the covenants that would align with county codes. At that time there were not enough votes, but there may be enough votes in the near future. Alan asked if an e-collar or collar for an inground fence is allowable. Alex said there will be no change beyond what is allowable by the county. Another community reported that when this issue was addressed with the county, the response was that collars are acceptable as long as they are used.

### **IOB BOARD MEETING MINUTES- NOVEMBER 2023**

- In accordance with IOB covenant Article 4, Section 12, action can be taken by the Board to approve the minutes of the last monthly Board meeting via email. The Board approved taking this action at the November 2023 meeting for the minutes here forth. The October 2023 Board Meeting minutes were approved by the Board Members on 12/7/23. On the same day, the minutes were sent to Kathy Bundy and PickleJuice (who manages the IOB website) for posting on the website. This will allow the approved minutes to be posted to the IOB website in advance of the next monthly meeting.

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

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# Islands of Beaufort HOA Treasurer Report

## December 12th, 2023 BOD Meeting

Status as of November 30<sup>th</sup>, 2023

### Treasurer's Highlights

1. Total *Spend-to-Date* across all 4 accounts: \$418.7K (Slides 2, 3, 5 and 6).
2. Recommend no additional commitment of Common Area Reserve funds.
3. Common Area Operations spend at Year End ~ \$295K to \$300K.
4. Racquet Court's Work Quotes

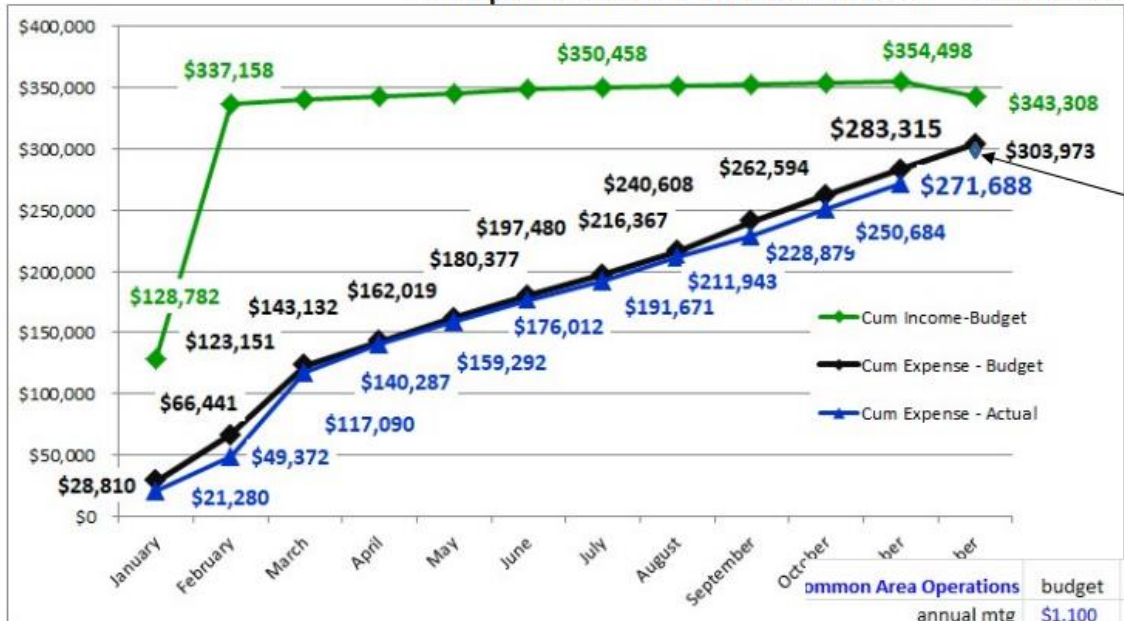
### Look Ahead

1. Expense of repairing front gate.

### Decisions Required

1. Transfer of funds into Certificates of Deposits – amount and duration.

## Budget Summary Common Area Operations Comparison of Plan to Actual – Accrual Basis



Estimate @ Year End \$295K - \$300K  
Results in ~\$43K to \$48K Rollover to Reserves

**Under plan - \$11.6K**

Common Area Operations	budget	actual	under (over)	
annual mtg	\$1,100	\$892	\$208	
accounting	\$700	\$350	\$350	
legal	\$3,667	\$2,010	\$1,657	
mgmnt	\$27,866	\$27,661	\$205	
mrkting	\$7,310	\$7,923	(\$613)	\$876 for open house
ins & taxes	\$51,146	\$58,511	(\$7,365)	
ARB	\$14,665	\$16,353	(\$1,688)	
G&L	\$78,900	\$61,351	\$17,549	
GLComm	\$25,083	\$23,429	\$1,654	
CH	\$13,082	\$13,783	(\$701)	
pool	\$17,012	\$16,902	\$110	\$1350 for repairs, sig
social	7700	\$6,918	\$782	
Main gate	\$6,623	\$8,448	(\$1,826)	\$2300 gate repair
util	\$28,463	\$27,157	\$1,306	
<b>Total</b>	<b>\$283,315</b>	<b>\$271,688</b>	<b>\$11,627</b>	

## Budget Summary Common Area Reserves Comparison of Plan to Actual – Accrual Basis

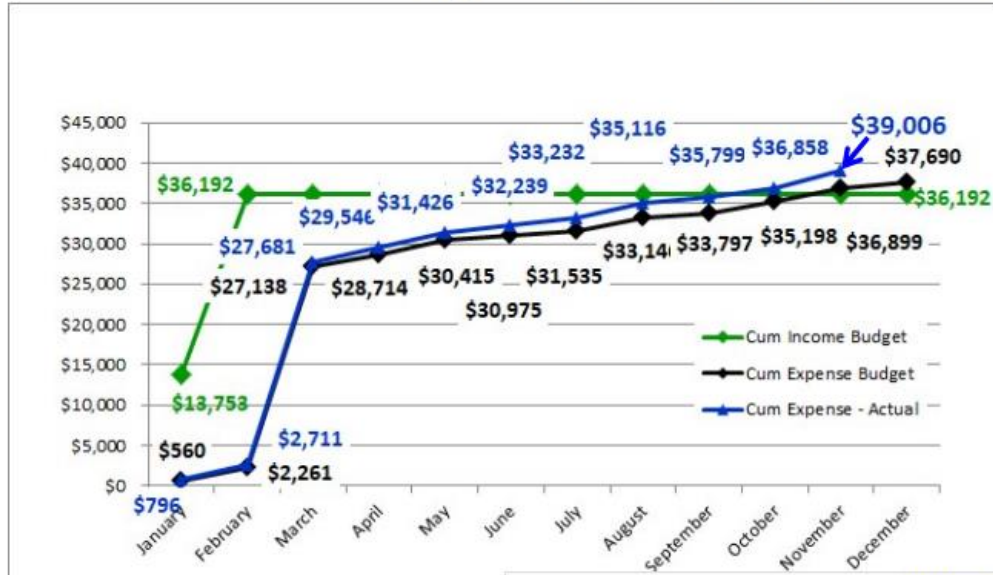


Common Area Reserve	budget	actual	under (over)	
Pickle ball nets	\$2,000	\$0	\$2,000	Accrued in 2022
General Landscape	\$4,583	\$11,570	(\$6,987)	
Bridge and dock repairs	\$7,500	\$12,753	(\$5,253)	
Clubhouse Grounds (projects are TBD)	\$32,083	\$13,428	\$18,655	
Clubhouse Building (projects are TBD)	\$64,167	\$34,174	\$29,993	porch screen/stairs,
Clubhouse Fence replacement	\$30,000	\$27,701	\$2,299	
DLG Dock Walkway Repair/Enhance	\$0	\$5,440	(\$5,440)	
slands Ave Landscape Lighting Upgrade	\$0	\$1,249	(\$1,249)	
Unplanned Expenses	\$0	\$333	(\$333)	Gift card
	<b>\$140,333</b>	<b>\$106,648</b>	<b>\$33,685</b>	

# Additional Work Projects – 2023

<b>2023 remaining Common Area Spend - not yet accrued</b>			
<b>Operations</b>	<b>Approved</b>	<b>Discussed</b>	
Trim and demoss 4 trees @ CH	\$1,200		A1X Experts quote dtd 15 Nov 2023
Remove two dead oaks	\$1,700		#296 and #201 DLG; A1 Tree
Operations total =	\$2,900	\$0	
<b>Reserve</b>			
Road work	\$12,000		
restring CI dock walkway	\$800		anti-bird string on top rail of CI dock walkway
Insurance deductible	\$2,500		Main gate repair
Reserve total =	\$15,300	\$0	

## Budget Summary Deer Island Operations Comparison of Plan to Actual – Accrual Basis

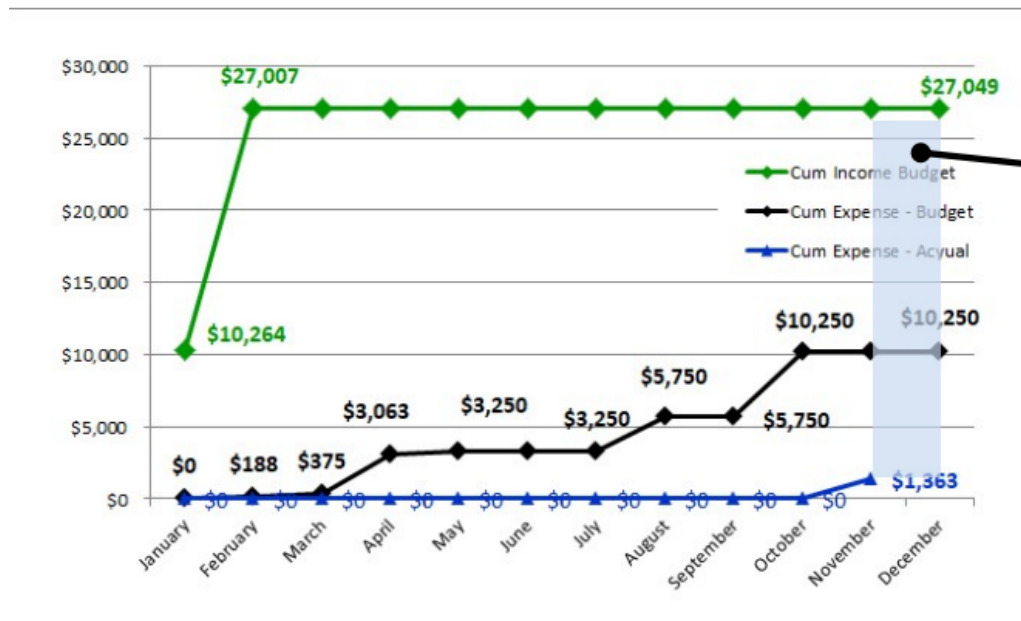


Over plan - \$2.1K

**Overspend in DI Operations will be funded from DI Reserves**

DI Operations	budget	actual	surplus (deficit)
Property Taxes	\$0	\$184	(\$184)
Gate Equipment Lease [4 qtrs @ \$1,050]	\$4,200	\$4,223	(\$23)
Internet [Hargray] for: DI Gate	\$1,476	\$1,470	\$6
Gate phone (VoIP)	\$220	\$220	\$0
Imigation Water	\$1,146	\$875	\$271
Grounds and Landscape Contract	\$2,750	\$5,346	(\$2,596)
Backflow Preventer Test (@ 47 Anchorage Way)	\$175	\$0	\$175
Landscape Maintenance - Materials and Labor	\$634	\$1,658	(\$1,024)
Deer Island Causeway Electrical (for gate operation)	\$573	\$726	(\$153)
Gate maintenance, repairs, parts	\$1,500	\$128	\$1,372
Stomwwater Infrastructure Maintenance	\$0	\$0	\$0
Bridge Insurance	\$24,225	\$24,176	\$49
<b>Total Deer Island Operations Expenses</b>	<b>\$36,899</b>	<b>\$39,006</b>	<b>(\$2,107)</b>

## Budget Summary Deer Island Reserves Comparison of Plan to Actual – Accrual Basis



~\$24.8K in committed spend  
Brings total to ~\$26.2K

Road/bridge \$20.5K  
Overspend of Ops Revenue \$ 4.3K

**Under plan - \$8.9K**

DI Reserves	budget	actual	surplus (deficit)
Landscape improvements and replacement	\$750	\$0	\$750
Irrigation tie in @ Causeway	\$2,500	\$0	\$2,500
Bridge approach concrete repair	\$2,500	\$0	\$2,500
Gate Area Landscape Lighting	\$0	\$1,363	(\$1,363)
Bridge Wear Boards - replacement and sealing	\$4,500	\$0	\$4,500
<b>Total DI Reserves Expenditures</b>	<b>\$10,250</b>	<b>\$1,363</b>	<b>\$8,887</b>

## Cash Held In Banks (end of month)

<b>Bank Balances (end of month)</b>		Jun	Jul	Aug	Sep	Oct	Nov
	Type						
<b>Ameris</b>		\$238,290	\$237,690	\$233,568	\$227,574	\$223,472	\$213,963
<b>Common Area Res</b>	MM	\$238,290	\$237,690	\$233,568	\$227,574	\$223,472	\$213,963
<b>First Federal Bank (FFB)</b>		\$222,334	\$222,411	\$222,490	\$221,749	\$215,292	\$208,319
<b>Common Area Res</b>	MM	\$171,046	\$171,105	\$171,166	\$170,407	\$163,753	\$156,941
<b>Deer Island Res</b>	MM	\$51,288	\$51,306	\$51,324	\$51,342	\$51,539	\$51,378
<b>Regions</b>		\$132,657	\$105,659	\$113,660	\$137,085	\$141,592	\$159,202
<b>Builder's deposits</b>	checking	\$54,500	\$27,500	\$32,500	\$38,000	\$43,000	\$53,000
<b>Common Area Res</b>	MM	\$78,157	\$78,159	\$81,160	\$99,085	\$98,592	\$106,202
<b>South State Bank (SSB)</b>		\$161,584	\$144,377	\$126,413	\$97,814	\$82,820	\$63,009
<b>Common Area Ops</b>	checking	\$161,584	\$144,377	\$126,413	\$97,814	\$82,820	\$63,009
<b>Wells Fargo (WF)</b>		\$173,974	\$173,017	\$171,184	\$168,433	\$167,410	\$164,058
<b>Deer Island Ops</b>	checking	\$27,465	\$26,490	\$24,588	\$23,744	\$22,704	\$20,696
<b>Common Area Res</b>	MM	\$36,329	\$36,334	\$36,388	\$34,467	\$34,471	\$34,476
<b>Deer Island Res</b>	MM	\$110,180	\$110,193	\$110,208	\$110,222	\$110,235	\$108,886
	Total =	\$928,839	\$883,154	\$867,315	\$852,655	\$830,586	\$808,551
<b>Liabilities</b>		\$57,224	\$31,512	\$37,156	\$43,300	\$48,444	\$59,394
<b>Builder's Deposits</b>		\$54,500	\$27,500	\$32,500	\$38,000	\$42,500	\$53,000
<b>Member Pre-Paid</b>		\$2,724	\$4,012	\$4,656	\$5,300	\$5,944	\$6,394
<b>Accounts Payable</b>		\$0	\$0	\$0	\$0		\$0
	Net=	\$871,615	\$851,642	\$830,159	\$809,355	\$782,142	\$749,157

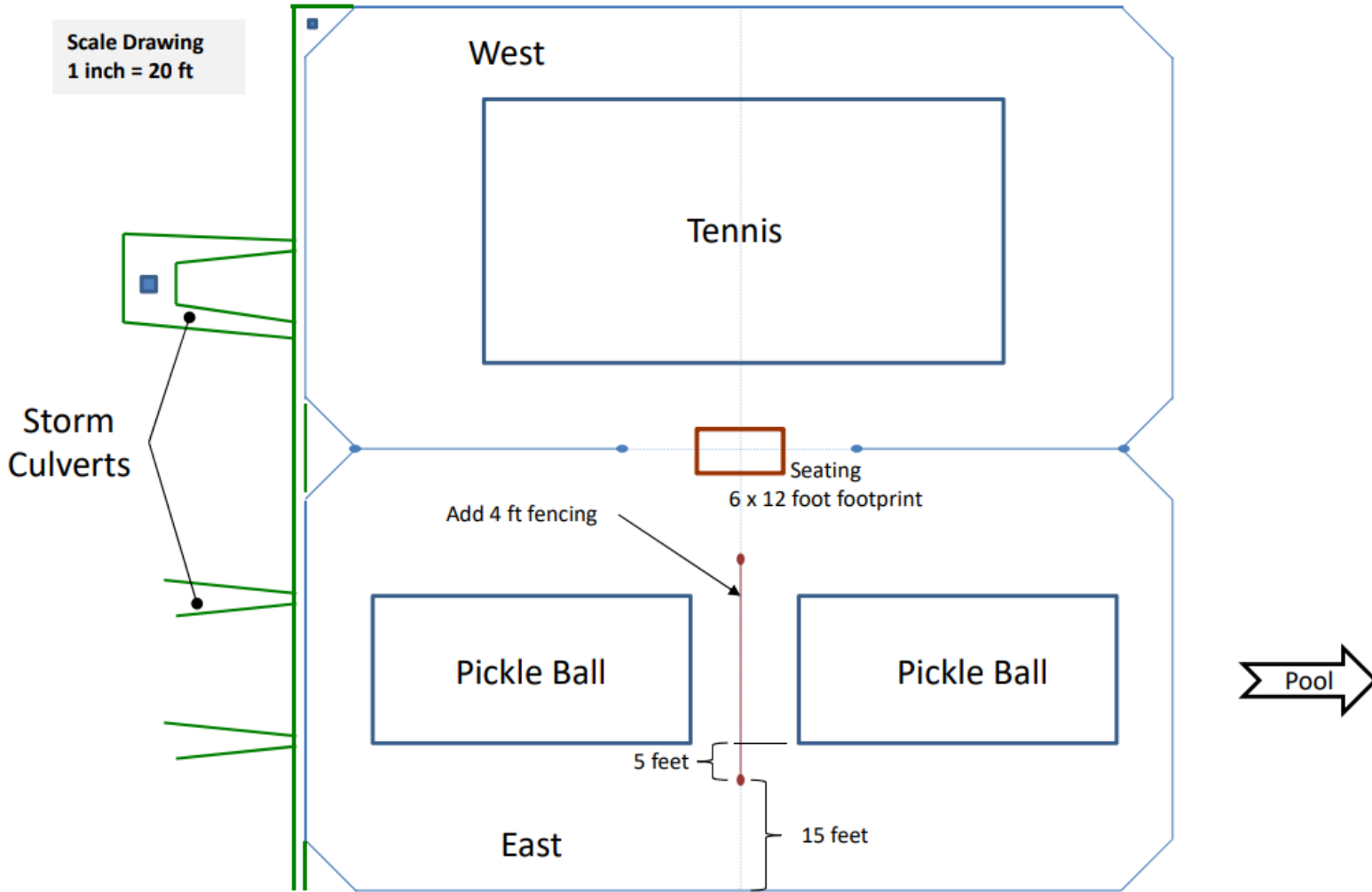


## **Statement of Work IOB's Racket Courts**

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 the 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 Configuration

Scale Drawing  
1 inch = 20 ft



## IOB Racquet Courts Proposed Configuration – Quotes and Cost Estimates

Vendor	Workscope								Total	Notes
	Court Conversion	Add Fencing between Courts	South End Retaining Wall	SouthEnd Court Repair	Repair of Existing Fencing/Gates	Lighting of Walkway to Courts	Seating Area between East and West Courts	Remove two (2) Magnolias, South End		
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	\$25,998	\$5,851							\$31,849	Quote 15 Nov 2023
MAJ Enterprises			\$3,600	\$8,500					\$12,100	Quote 15 Sept 2023
TBD							\$12,000		\$12,000	
TBD						\$1,000			\$1,000	
TBD					\$2,000				\$2,000	
TBD								\$1,000	\$1,000	
								Misc.	\$1,000	
								total =	\$60,949	

DRAFT

## MANAGEMENT REPORT – ROBERT BUNDY

- Management was in I.O.B. in November on the 1<sup>st</sup>, 8<sup>th</sup>, 13<sup>th</sup>, 17<sup>th</sup>, 20<sup>th</sup> and 21<sup>st</sup>.
- Atlantic Asphalt started the repairs to certain areas in the streets. As of December 9<sup>th</sup>, there was still some work to be done, however, at the time of this meeting, all work had been finished on DI.
- Management requested quotes from A1 (Xperts Tree), Southern Tree and The Greenery. The scope of was to prune 4 laurel oaks located at the front of the clubhouse. The quotes were received and forwarded to the Board. (During this meeting, the Board approved A1 to do the work. Kathy Whitehead will be notified to make sure the work can be monitored.)
- Quotes were obtained from A1 (Xperts Tree) and Southern Tree to remove two dead trees in common area. One tree is located behind 201 De La Gaye Pt. and the other tree is located behind 296 De La Gaye Pt. The quotes were received and forwarded to the Board. (During this meeting, the Board approved A1 to do the work. A1's quote was for \$1700, which includes grinding the stump or \$1500 if the stump is not grounded. The Board agreed that grinding the stump in that area was not needed and approved the \$1500 quote.)
- Southern Tree removed a damaged pine limb hanging over the pool pump house. The price was \$375.00.
- Management signed the contract with Southern Tree to dismantle and remove tall trees at various locations for a total of \$4,200.00. (The work will be done in February.)
- John Ferreri with Dominion stated that they had to order some type of special couplings for the repair of the black PVC conduit under the Deer Island Bridge. (After further investigation, David Jussaume sent them notification that the water is getting in the line. There are no wires in there. They will eventually fill up with water and drain into the marsh.)
- Alex reported that Dominion has repaired the streetlight at the Cotton Dock walkway.
- Management has sent out 70 lot clean up letters. We have had 14 lot owners respond so far. (Some have requested pictures along with the report.)
- Year Round Pool replaced the 'Pool Closed' sign with a sign that says, "Pool Closed Pool Deck Open."
- The ARB Guidelines have been revised to reflect the changes discussed last month.
- Management received an email (Excess water use notification) from BJW&S that there may be a leak at the Clubhouse. As of now no leak has been found. (Robert Bundy says the bill for November was pretty much in line with previous bills. David Brandt said there is an app where water usage can be tracked real time.)
- As noted by an email to the community, work on the front gate is progressing. (Hopefully, the work will be completed this week.)
- The financials were emailed to all board members December 6, 2023.
- There is 1 owner on the receivable list as of the mail 11/11/23. All 2023 assessments have been received.

### 2023 Closings:

2/15/23	Lot 1-012	301 Islands Avenue	Hung Tran & Maily Nguyen from Rhoden-Lot
2/28/23	Lot 1-016	224 De La Gaye	Christopher & Roberta Gillette from Ore-Lot
3/1/23	Lot 4-019	416 Islands Ave	Melissa & Andrew Bliss from Pate-Lot
3/13/23	Lot 3-040	280 De La Gaye	Dennis & Alisa Avery from Stewart-House
4/7/23	Lot 3-075	344 De La Gaye	Joseph & Kerri-Ann Pellegrino from Loker-house
5/4/23	Lot 1-021	121 Five Oaks	Laurie Babernitsh from Fiala's – house

5/12/23	Lot 3-111	245 De La Gaye	Michael & Diane Buescher from Loescher-lot
5/22/23	Lot 1-017	228 De La Gaye	Joveco Scott from Wolfe's – lot
6/2/23	Lot 4-005	108 Sunset Ct	Charles & Sue Martin from Downing-lot
6/28/23	Lot 3-068	316 De La Gaye	Philip & Ann Cunningham from Hipple -lot
7/10/23	Lot 1-026	217 De La Gaye	Kurt & Daile Pettis from Brown-house
7/14/23	Lot 1-006	122 Five Oaks Cir	Kurt & Amy Kerkert from Lancaster/Donaldson-house
7/19/23	Lot 3-065	107 Palmetto Pl	Steve Block from Hong/Beamer-lot
7/26/23	Lot 3-099	293 De La Gaye Pt	Thomas & Chrie Tretheway from Doornbosch-lot
9/6/23	Lot 3-083	329 De La Gaye Pt	Ronald & Caryn Kleckowski from Sculley-lot
9/8/23	Lot 3-050	104 Palmetto Pl	Higher Power Records A. Brown from Keen-lot
10/16/23	Lot 4-022	410 Islands Ave	Daniel & Nicki Northcutt from Boyde- Lot
10/27/23	Lot 4-023	408 Islands Ave	John & Deanna McElveen from Curtis-Lot
11/21/23	Lot 3-084	325 De La Gaye	Andrew & Erica Lahn from Jean & Sean Anderson

**Pending Closings that attorneys have requested a certification of assessment: None**

**MARKETING/COMMUNICATIONS – SHAUNA BISHOP/MARILYN MUELLER**  
**Website Statistics – November, 2023**

**Private Communities (Last month for using Private Communities)**

314 community view pages ↓  
 149 property listings ↑  
 43 clicks to our website ↓  
 20 clicks to our Facebook page ↑

**IOB Website**

Total Users: 426 ↓  
 New Users: 396 ↓  
 Sessions: 650 ↓  
 Sessions / User 1.53 ↓  
 Page Views: 1,275 ↑  
 Pages / Session: 1.96 ↓

6 ↑ sales leads from Private Communities

All leads received a Welcome Package, list of lots / homes for sale and were contacted by one of our resident Realtors.

**ARCHITECTURAL REVIEW BOARD (ARB) – FRED MUELLER**

- Currently there are 95 residences built at IOB.
- There are 5 residences under construction – 1 on Deer Island, 3 on the mainland, and 1 on Cotton Island.
- The ARB has approved 4 residences – 2 on Dela Gaye, 1 on Palmetto Place and 1 on Cotton Island. 1 residence is in the ARB process on Palmetto Place; and 3 residences are with architects.

- There are 14 double lots and 10 lots are HOA owned.
- There are 64 lots to be developed. 67% absorbed.
- The ARB administrator continues to receive inquiries regarding building on several recently purchased lots as well as questions regarding building requirements from prospective lot purchasers.
- The status of construction as visible from the street is listed below:  
14 Anchorage Way II-27  
Permit Issued 2-8-23  
Foundation Survey Date 3-30-23  
Current Status: Interior work progressing, landscape, hardscape continuing.

272/276 Dela Gaye III-38/39  
Permit Issued 10-9-23  
Foundation started.

293 Dela Gaye III-99  
Permit to be issued

6 Sunset Court IV-6  
Permit to be issued

316 Dela Gaye III-68  
Permit to be issued

Bill Quarles will be the ARB Liaison Officer.

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

- Clubhouse maintenance project update (Eric Powell) - None
- Clubhouse Committee (David Brandt)
  - David reported that the three heaters in the pool house are now defunct. He asked for permission to dispose of them, which was approved by the Board.

#### **SOCIAL COMMITTEE – GLORIA PAPP**

- The Merry Mingle was very successful and was a good way to end the year. There was lots of good food at all hosting sites. The committee is under budget for the year.
- The Board approved October 19, 2024 for the next annual meeting.

#### **GROUNDS & LANDSCAPE COMMITTEE – KATHY WHITEHEAD/CARMEN DILLARD**

- In lieu of a meeting, the Committee did a work session on 12/6/23 to cut back vines growing in some of the trees along Islands Avenue.
- The Committee requests review by the Board of the quotes received for trimming the four laurel oaks in front of the Clubhouse.
- The holiday decorations were placed at the front entrance right after the Thanksgiving holiday.

- The December newsletter is being finalized and will be available to IOB members within the next week.

### **November 2023 Greenery Update from Carmen Dillard**

- John Buzzell, Brandon Duitsman, Carmen Dillard, and Kathy Whitehead met on November 8<sup>th</sup> to discuss the following:
  - Review the 2023 Contract and items included in the initial RFP to make sure all needed components are addressed for the 2024 contract. This will also include reassessment of pine straw in additional areas and where wood mulch was previously used, such as at the Deer Island entrance.
  - Review areas of Deer Island in need of additional work:
    - Check the irrigation of the landscaped island at the north end of Deer Island
    - Cut out dead saw palmetto leaves on the landscape island, by the pond easement, and in other common areas
    - Monitor the smaller (some in decline) farfugium that appear to be getting too much sunlight and not flourishing as well.
  - Discuss the ongoing problem with dog fennel in/around some of the ponds and on some of the vacant lots.
    - Kathy has walked each lot and can provide a list of those with dog fennel.
    - In an effort to control the dog fennel, Brandon said these areas could be treated with an herbicide then put a system in place to do a quarterly check of the dog fennel growth that has reached a growth of two feet or more.
  - In planning for future clean up and additional planting along Islands Avenue, investigate the irrigation in that area to make sure it supports these improvements.
- The well that impacts the irrigation for Islands Avenue was repaired (not by The Greenery). Lee White with The Greenery sent a quote for irrigation repairs which included replacement of Pop-up spray heads (flagged), replacement of damaged or clogged spray head nozzles, location and marking of valves, investigation of why Zones 4, 5, 9, and 10 do not come on and why pump cycles on Zone 7. The quote also includes a new irrigation clock. The old one still works but is in very poor condition. The quote totals \$2,993.55. (The Board approved this quote.)
- During the week of November 17<sup>th</sup>, The Greenery installed pine straw along the streets on Lots 3-5 (at the entry on the Islands Avenue side to Belle Grove Park.)
- After the visit to all dry and wet retention ponds in the Islands of Beaufort by John Buzzell, Kathy Whitehead, and Carmen Dillard on October 17<sup>th</sup>, John got with the crew to look at all ponds, along with the field behind the pool. They plan to work on 1-2 ponds each week (beginning after the Thanksgiving Holiday) until all are addressed.
- For the week of November 20<sup>th</sup>, the crew only worked in IOB on Monday of that week due to the Thanksgiving Holiday.
- During the week of November 27<sup>th</sup>, The Greenery submitted an updated quote for work on the 4 laurel oaks in front of the Clubhouse. This was forwarded to the Board and Robert Bundy.
- On November 29<sup>th</sup>, Carmen Dillard and Kathy Whitehead met with Annette Jussaume and Becky Vaughn on Deer Island to discuss areas that need additional focus. Many of these are listed above for the week ending November 10<sup>th</sup> (first bullet, third sub-bullet.) We also

discussed doing an irrigation and plant health check of the landscape island and cleaning up/mulching the DI entrance.

- Carmen, Brandon, and John met virtually on December 1<sup>st</sup> to review punch list items and discuss plans for items to be covered during upcoming weeks. Discussion included:
  - 2024 Contract (The contract is in the final stages of revision and will be emailed to Robert Bundy and Carmen Dillard during the week of 12/11/23.)
  - Deer Island items
  - Schedule update for cleaning retention ponds and bush hogging area by basketball court (They will begin with bush hogging by the basketball court and cleaning that pond.)
  - Clean up of Lot 17 (CI) and mulch pathway from DLG to the greenspace easement
  - Schedule for weed control, common area cleanup, irrigation checks
  - Quote requests for control of dog fennel and erosion control (along some areas of DLG)
  - The following items involving planting or transfer of plants were discussed, but with the winter season about to start, it was recommended that we wait until the danger of frost has passed.
    - Replacement of missing/declining Society Garlic at front entrance
    - Lowering height of lorepetulum shrubs on Plough Point cul-de-sac
    - Planting in large pot in front of Clubhouse
    - Transferring ginger plants at DI entrance to replace dead/declining plants
  - Upcoming Holiday Schedule:
    - Regular schedule the weeks of 12/4, 12/11, and 12/18
    - Modified/limited services the week of 12/25 (crew off 12/25 and 12/26) and week of 1/1/24 (crew off for New Years Day)
  - Our next virtual (or in-person) meeting will take place on Friday, January 5<sup>th</sup>. After the holidays, these meetings will take place the last Friday of each month.

***Additional comments:***

- Alex said that grass is starting to cover some of the valve covers for the irrigation systems. The grass needs to be removed so the valve covers are visible.
- Alex inquired about weed treatment of the lawn in the CI park. Carmen was informed during the virtual meeting that this area was recently treated. Alex requested that the area be retreated as there is still a lot of dollar weed in the grass.

**OLD BUSINESS**

- CI/DI Bridge Pedestrian Walkway Update (Alex)
  - In order for the work to be completed, we need a 2-3 window of acceptable weather.
- Tennis Court Repairs/Pickleball Court Conversion Status
  - David shared slides with the Board and attendees (Statement of work and illustration)
  - It was recommended that MAJ do the excavation component of the scope of work needed prior to the contractor work and that Talbot do the court redesign work. This work will involve heavy equipment on the east courts.
  - Quotes were received from three vendors. (Refer to DRAFT of Quotes and Estimates above in the Treasurer's Report) Talbot Tennis has a good reputation in GA and SC



and has done several courts in the area with good results. Once a contract has been executed, Talbots can do the work during the May/June time period.

- Eric Powell estimates the cost for seating will run between \$8000-10000.
- \$1000 lighting of walkway
- \$2000 to fix gates/fencing.
- Do not have pricing yet for refurbishing of the older fence.
- The costs of the components can be broken out. Some work would have to be done anyway, even if we were not doing the refurbishing.
- Linda Tunstall commented that covered seating would be nice to have. Pat Kilcoyne also commented that covered seating would be a courtesy and would give shade and shelter and allow places to hang equipment rather than keeping it on the ground. Alex said it would prevent damage to the courts from the moving of heavy chairs, which has been a problem in the past.
- Alex said we need to get everything finalized and get the contracts signed. It is best if MAJ completes their work about 1 month before Talbot begins the re-design work. The estimated time for the re-design will be about 2-3 weeks (weather permitting)
- Landscaping Lighting Repairs/Upgrades – Islands Avenue (Alex) & DI Entrance (David)
  - All work on Islands Avenue is completed.
  - The lighting for the DI entrance area has been prepared and staged. The needs to be some minor trimming and clean-up before running the wires. The Greenery will install pine straw at the front gate entrance once the wiring is complete.
- Retention Pond Cleaning (discussed during G&LC report). The Greenery has begun cleaning of the pond by the basketball court. That work is still in progress.
- Road Repairs (The last section of curbing on DI is complete.)
- IOB Open Space Committee Status (Alex) Alex Kent and Linda Tunstall have been working together on this and should have charter ready for this committee in January.
- Main Gate Repair/Replacement and Security System Update –
  - Sensors have been installed around the columns. A 3<sup>rd</sup> sensor has been added just beyond the gate after entering the community.
  - Leon is expected to do the temporary welding tomorrow.
  - The current contract expires in spring 2024. Quotes are being prepared/requested. The camera will be replaced with one that allows additional capability. (Geofencing can be done with new system with certain apps.)

## **NEW BUSINESS**

- None

**MOTION MADE TO ADJOURN AT 2:35 PM. BOARD ADJOURNED AND WENT INTO EXECUTIVE SESSION.**