



ISLANDS OF BEAUFORT HOMEOWNERS ASSOCIATION

Board of Directors Meeting

MINUTES

Tuesday, July 9, 2024

1:30 PM

CALL TO ORDER AT 1:32 PM

PRESENT FOR MEETING:

Alex Kent, Eric Powell, Carmen Dillard, David Jussaume, Bill Quarles, Robert Bundy, Fred Mueller, Jean Watson, Linda Tunstall, Gloria Papp, Dwyane Monahan, Scott Whitehead, Kathy Whitehead, Donna Genco, Alan Dechovitz, David Brandt, Nancy Brandt

COMMUNITY COMMENTS

- Dwayne Monahan asked about when the debris pile would be cleaned up behind 284 De la Gaye by the easement between Palmetto Place and De la Gaye. Robert Bundy will send a formal notice.
- Alan came across the 2015 agreement between IOB and City of Beaufort regarding FEMA cleanup and gave a copy to the Board. The agreement was done by Bill Hansen. We might to make sure everything is still in place for the community and an agreement is still in place. Robert Bundy will follow up with the City of Beaufort.

PREVIOUS MINUTES COMMENTS – JUNE 2024 (PRE-APPROVED AND POSTED)

- The approved June 2024 minutes were sent to Kathy Bundy and PickleJuice (who manages the IOB website) on 7/5/2024 in advance of this meeting.
- Carmen explained that she included hyperlinks to the various reports in the minutes to make it easier for the reader to immediately get to a specific report or topic rather than scrolling through the pages of the minutes. There is also a hyperlink from each report to return to the front page.

(The items below are hyperlinked to the report in this document. The title of each report is hyperlinked back to this page.)

[FINANCE REPORT](#)

[MANAGEMENT REPORT](#)

COMMITTEE REPORTS

[Marketing](#)

[Architectural Review Board](#)

[Clubhouse](#)

[Social](#)

[Grounds and Landscaping](#)

[Open Space](#)

[OLD BUSINESS](#)

[NEW BUSINESS](#)

[APPENDIX A](#)

Custom Security Presentation – David Jussaume

Islands of Beaufort HOA Treasurer Report

July 9th, 2024, BOD Meeting

Status as of June 30th, 2024

Treasurer's Highlights

1. Total *Spend-to-Date* across all 4 accounts: \$270.5K (check sum difference is \$88, 0.032%).
2. All owners are current for 2024 assessment.
3. Water usage for entire Common Area.
4. Video and Phone Service in CH have been eliminated.

Look Ahead

1. Rate of spend in Common Area Reserves.

Decisions Required

1. Elimination of some water meters.

Budget Summary - Common Area

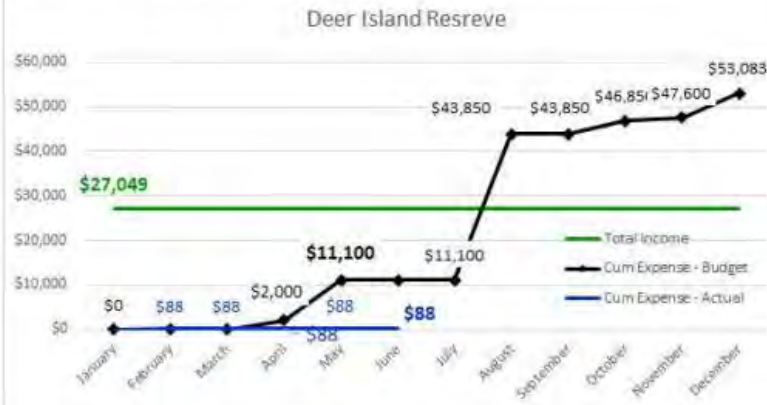
Comparison of Plan to Actual – Accrual Basis



Common Area Operations	budget	actual	under (over)
Annual Meeting Expenses	\$0	\$200	(\$200)
Accounting Fees	\$800	\$1,055	(\$255) 2022, 2023 tax retrn
Legal Services	\$1,250	\$260	\$990
Management Fees	\$15,211	\$15,250	(\$39)
ARB Services	\$8,125	\$8,950	(\$825)
G&L Maintenance	\$36,490	\$35,508	\$982
G&L Comm	\$21,540	\$21,200	\$340
Insurance & Taxes	\$61,690	\$52,100	\$9,590
Marketing	\$3,000	\$2,840	\$160
Clubhouse	\$6,720	\$6,230	\$490
Pool	\$10,050	\$9,014	\$1,036
Main Gate	\$3,684	\$4,282	(\$598)
Social/Hospitality Committee	\$1,710	\$573	\$1,137
Utilities	\$15,525	\$15,197	\$328
Total	\$185,795	\$172,659	\$13,136

Common Area Reserves	budget	actual	under (over)
Grounds and Landscaping	\$22,250	\$9,145	\$13,105
Clubhouse	\$58,000	\$30,315	\$27,685 CH roof
Communication and Marketing	\$2,500	\$0	\$2,500
Bridges	\$0	\$1,697	(\$1,697)
Gates and Security	\$10,000	\$6,870	\$3,130
Roads and sidewalks	\$23,300	\$0	\$23,300
Racquet Courts	\$0	\$15,080	(\$15,080)
Other	\$0	\$1,000	(\$1,000) parking sig
Unplanned	\$0	\$0	\$0
Total	\$116,050	\$64,107	\$51,943

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]	\$2,220	2222	(\$2)
Internet [Hargray] for: DI Gate	\$805	802	\$3
Irrigation Water	\$625	299	\$326
Grounds and Landscape Contract	\$3,000	3006	(\$6)
Backflow Preventer Test (@ 47 Anchorage Way)	\$175	161	\$14
Landscape Maintenance - Materials and Labor	\$1,500	3017	(\$1,517)
Causeway Electrical (for gate operation)	\$313	397	(\$85)
Gate maintenance, repairs, parts	\$500	3226	(\$2,726)
Stormwater Infrastructure Maintenance	\$0	0	\$0
Bridge Insurance	\$26,600	20575	\$6,025
Total	\$35,738	\$33,705	\$2,033

Reserves	budget	actual	under (over)
Shortfall to Operations Budget	\$0	\$0	\$0
Landscape improvements and replacement	\$4,000	\$88	\$3,912
Bridge	\$7,100	\$0	\$7,100
Seal DI Causeway and Anchorage Way	\$0	\$0	\$0
Total	\$11,100	\$88	\$11,012

Not yet Accrued – Approved and Discussed

2024 Common Area Spend - not yet accrued			
	Approved	Discussed	
Operations			
Trim and demoss 4 trees @ CH	\$1,200		
Bridge Inspection increased cost	\$500		
Operations total =	\$1,700	\$0	
Reserve			
Repair of CI Dock - floating dock		\$2,500	
Racquet Court Update	\$55,429		
CH Shutters	\$7,000		
River rock for areas of French drains		\$12,579	along DLG
Pool pump	\$1,150		
Back flow preventer	\$1,300		
Outside lighting @ CH	\$260		
Signs for docks and bridges	\$150		No smoking, no open flames, etc. (qty 4)
Chairs and picnic table	\$3,920		Lot 17 Cotton Island
Chairs and picnic table		\$8,030	Greater Common Area
Dock Cleaning/preservative		\$10,000	Range of \$10K to \$29K
New pool filter pump	\$1,200		
Pool ladder replacement	XXX		
Sidewalks		\$40,000	Repair, removal, rerouting
Insurance Deductible-Lajen lawsuit	\$20,000		
Information used on Slide 2	Reserve total =	\$90,409	\$73,109

Water Usage at 101 Five Oaks

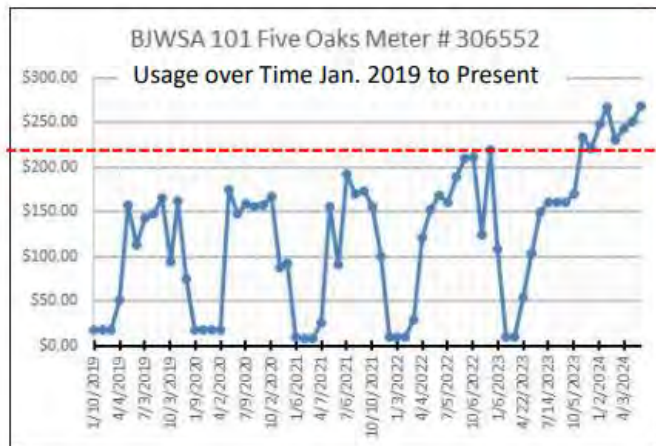
- Spend-to-date is \$1,509
- Total for 1st 6 months of 2024 is greater than for entire prior years

Jan through May Totals	\$259	\$245	\$210	\$321	\$285	\$1,240
	2019	2020	2021	2022	2023	2024
Jan	\$17.00	\$17.50	\$10.13	\$9.25	\$107.89	\$248.14
Feb	\$17.00	\$17.92	\$8.75	\$9.25	\$9.55	\$266.86
Mar	\$17.00	\$17.50	\$8.75	\$29.41	\$9.55	\$229.94
Apr	\$50.20	\$17.50	\$25.97	\$120.97	\$54.53	\$243.98
May	\$157.40	\$175.00	\$156.17	\$152.05	\$103.04	\$250.74
Jun	\$113.40	\$148.54	\$91.07	\$169.27	\$150.00	\$268.94
Jul	\$142.60	\$158.20	\$192.29	\$161.29	\$160.00	
Aug	\$147.54	\$156.52	\$170.03	\$188.59	\$160.00	
Sep	\$166.14	\$156.94	\$172.63	\$209.76	\$160.00	
Oct	\$93.10	\$167.51	\$155.83	\$211.97	\$170.00	
Nov	\$161.56	\$87.71	\$100.81	\$123.77	\$233.06	
Dec	\$74.20	\$92.33	\$9.25	\$219.47	\$221.62	
Total	\$1,157	\$1,213	\$1,102	\$1,605	\$1,539	\$1,509

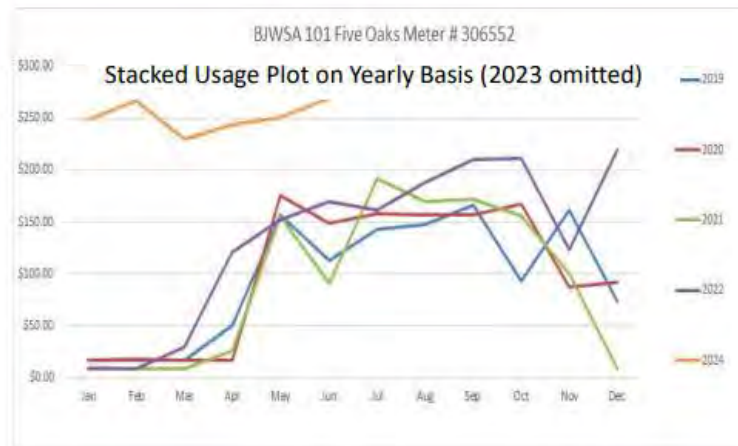
Email from BJWSA, June 24th

An account usage review indicates that your home or business has recently utilized water at a rate of more than 300 gallons per hour during the hours of 3 am to 9 am, which is consistent with irrigation usage. This level of irrigation, coupled with little to no recent rainfall in our area, has had an impact on our water system operation. As a result, it is even more important that area residents practice irrigation management. It is critical that you follow the Irrigation Management plan below:

- **No irrigation between the hours of 3 a.m. and 9 a.m.;**
- **No irrigation on Mondays;**
- Customers with even-numbered addresses limit irrigation to Wednesdays, Fridays and Sundays; and
- Customers with odd-numbered addresses limit irrigation to Tuesdays, Thursdays and Saturdays.



7/7/2024



IOB Treasurer Report HOA Members Only

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Common Area Water Usage - 2024

- 8 Meters
- 88% of Total Spend-to-Date (\$3,476) is from 3 meters: 101 Five Oaks, 316 Islands Ave and 407 Islands Ave
- Total Spend is \$3,968
- Eliminate Meter at: 117 Five Oaks, 225 DLG and 410 Battery Chase

	Five Oaks		DLG	Clubhouse			Dock	Batt Chase	
	101	117	225	316	400	407	DLG	410	
Jan	\$284	\$15	\$15	\$499	\$22	\$114	\$15	\$15	
Feb	\$267	\$15	\$15	\$289	\$21	\$214	\$18	\$15	
Mar	\$230	\$15	\$15	\$247	\$21	\$80	\$15	\$15	
Apr	\$244	\$15	\$16	\$143	\$21	\$60	\$15	\$15	
May	\$251	\$15	\$15	\$179	\$21	\$15	\$15	\$15	
Jun	\$269	\$15	\$15	\$76	\$22	\$15	\$15	\$15	
Jul									
Aug									
Total =	\$1,545	\$90	\$91	\$1,433	\$128	\$498	\$93	\$90	\$3,968
% of Total	39%	2%	2%	36%	3%	13%	2%	2%	Total

88% of Total
\$3,476

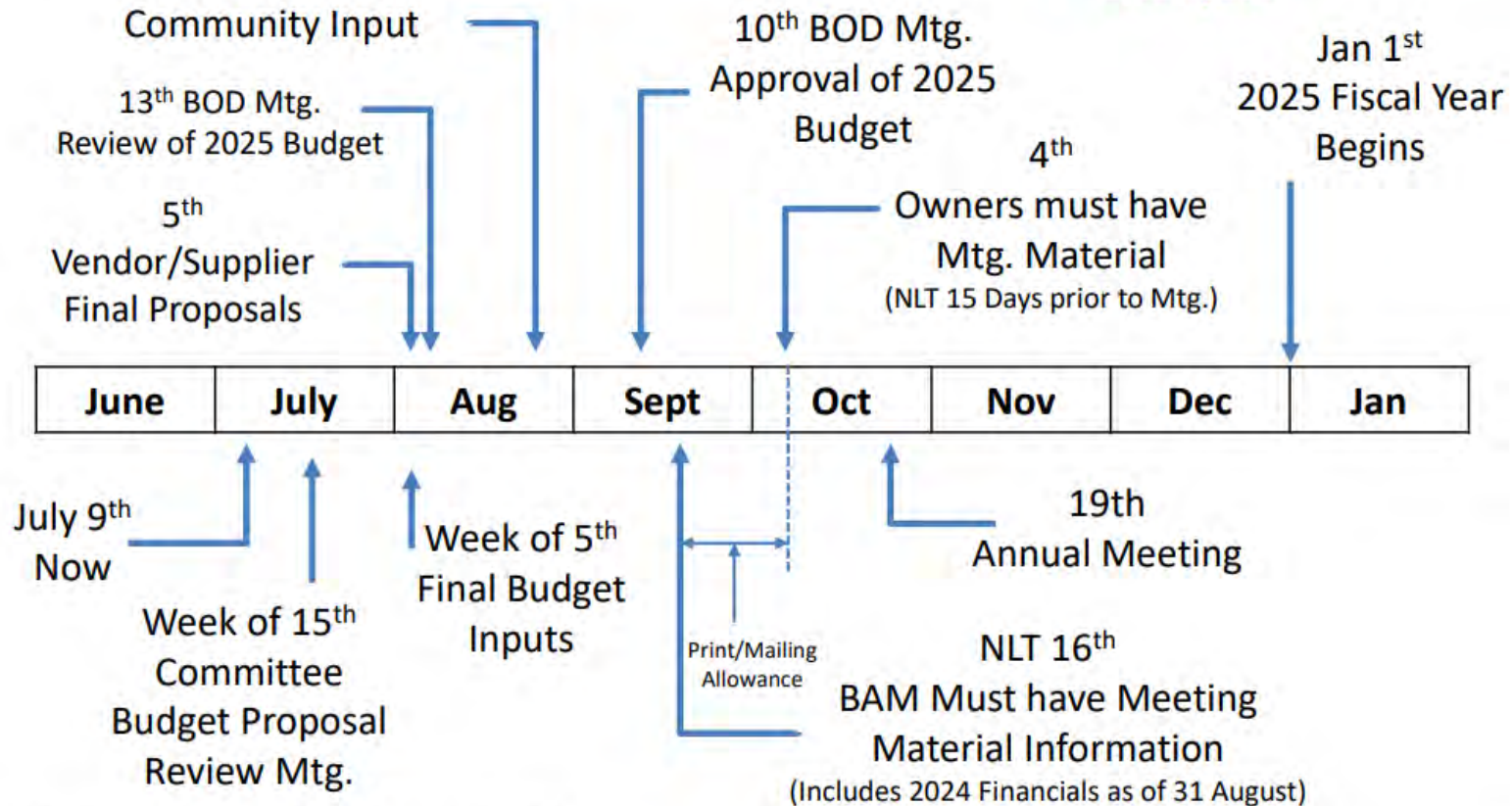
Irrigation Base Charge is \$15 per month, \$180 per year
Water Consumption is "0"!

2025 IOB Budget Cycle Timeline

➤ CPI for June published in July

Committee Meetings Completed

- Social
- GL&C
- Greenspace



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 June on the 4th, 12th, 20th and 26th.
- Management notified Hargray on June 12th that the Association would like to turn off the phone in the clubhouse (843-379-6676) and the cable TV.
- Jonathan Gray, the owner of Graybar Fence, told Robert on July 2nd that his people would be on site on July 8th between 9 and 9:30AM.
- Management signed the contract and sent it to Powell Brothers to build seating on the Pickleball/Tennis Courts.
- Management signed the contract and sent it to A1Xperts Tree Service to trim two trees and remove one in Belle Grove Park. The work is to take place mid-July.
- Management sent Austin with A1Xperts Tree Service an email regarding the removal of the magnolia trees at the south end of the tennis courts. Austin replied that they had not removed the trees and would do it when they do the tree work in Belle Grove Park.
- Management requested quotes from four different companies to seal coat Anchorage Way. Three quotes have been received and forwarded to the Board. One quote was for \$12,500.00, one quote was for \$15,870.00 and one quote was for \$15,600.00. We are waiting on a quote from Atlantic Asphalt.
- Management requested quotes from three different companies to power wash and seal the community docks. Two quotes have been received and forwarded to the Board. One quote was for \$12,337.95 and the other quote was for \$10,500.00, another quote was for \$29,040.00, these quotes included material. Robert also asked Leon Wilson what he would charge to power wash and apply the material if the Association purchased the material, his answer was \$3,500.00.
- Management notified Dominion that the streetlight at the foot of the Cotton Island Bridge was out again.
- A proof and quote to build three speed limit signs to be installed on the Cotton Island Bridge was received and forwarded to the Board. A proof and quote was also requested to build two Yield to On Coming Traffic signs was requested and forwarded to the Board. With approval all signs were ordered. (Four [4] speed limit signs will also be ordered for Deer Island for consistency.)
- Management reached out to both FedEx and UPS regarding their drivers speeding and being unprofessional. We could not talk to person at UPS, all the automative machine wanted was my routing number. Jan with FedEx said she would report our complaint to her boss.
- Management requested an inspection of the backflow preventer device at the Cotton Island Dock walkway. The test came back as failed; the device has to be replaced. The Greenery sent a proposal to replace the device at a cost of \$1,295.00, and Greenbug sent a proposal to replace the device at a cost of \$1,100.00. When Robert contacted Pender Brothers he was told that they are not doing backflow preventer device installation right now.
- Management has ordered one picnic table and four Classic Adirondack chairs from Seaside Casual Furniture through Grayco, they are tentatively scheduled to be shipped in late August.
- The June financials were emailed to all board members July 9, 2024.
- As of June 30, 2024 there is 1 new owner on the receivables for gate remotes. All 2024 assessments have been paid and all lot cleanup bills have been paid.

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)
5/6/24	Lot 4-025	404 Islands Ave	Jason & Nicole Pheiffer	Lot (Morris)
5/16/24	Lot 4-026	402 Islands Ave	Saltwater Homes LLC-Green	Lot (Manquen)
5/28/24	Lot 2-013	47 Anchorage Way	David & Kay Wood	House (Wynn)
5/29/24	Lot 2-018	56 Anchorage Way	S. Doug & Loree Roark	Lot (Rigol)
5/29/24	Lot 2-019	48 Anchorage Way	S. Doug & Loree Roark	Lot (Sanchez)
5/31/24	Lot 1-012	301 Islands Ave	Michael & Mary Murphy	Lot (Nguyen)
6/7/2024	Lot 4-002	103 Sunset Court	Carr Carr Properties	Lot (Paine)
6/12/2024	Lot 3-026	405 Battery Chase	Johnathan & Linda Lewis	House (Cotterill)
7/3/24	Lot 4-019	416 Islands Ave	Olonana-Donna Engblom	Lot (Bliss)

Pending Closings that attorneys have requested a certification of assessment:

n/a

MARKETING & COMMUNICATIONS COMMITTEE – TOM ERTTER/ALEX KENT

The committee is currently working:

- On the budget.
- With Go-Daddy to address issues with the browser. (2 year purchase, \$200)

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. Six residences are in various stages of ARB review. There are 63 lots to be developed. 68% absorbed.
- The status of residences under construction as visible from the street is listed below:

Name	Location	Permit Status	Foundation Status	Work Status
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 survey date 4-3-24	Framing complete, interior work in process
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 survey date 5-15-24	Framing completed by mid-July
Gillette	224 Dela Gaye I-16	Permit issued 3-28-24	Foundation survey date 6-13-24	Framing ongoing
Martin	108 Sunset Ct. IV-5	Permit issued 4-12-24	Foundation survey date 6-4-24	
Lahn	325 Dela Gaye III-84			Foundation ongoing

- Status of ARB reviews/construction

Name	Location	ARB Review/Construction Status
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 complete. Interior work started.
Cunningham	Lot 68 316 Dela Gaye	Interior work ongoing
Gillette	Lot 16 – Phase 1 224 Dela Gaye	Foundation complete
Kleckowski	Lot 83 329 Dela Gaye	Conceptual plan approved at Feb. meeting. With architect.
Lahn	Lot 84 325 Dela Gaye	Lot clearing w/o 6-17-24. Foundation started.
Martin	Lot 5 – Cotton Island 108 Sunset Court	Foundation complete. Framing to start mid-July.
Moody	Lots 38/39 272/276 Dela Gaye	Interior work ongoing
Northcutt	Lot 22 – Cotton Island 410 Islands Avenue	Foundation ongoing

Other information:

- As a reminder, residents are not authorized to go into homes with construction.
- Someone was firing fireworks over a construction site of a home in progress, which with just framing in place, can be very dangerous if a fire is started.

CLUBHOUSE REPORT – DAVID & NANCY BRANDT/ERIC POWELL

- Nancy wants authorization to replace roller chairs. The Board approved spending up to \$800.
- The cable boxes that need to be returned to Hargray are upstairs. Robert will return these to Hargray.
- Some teenagers came into IOB to use pool without permission.

- Eric is waiting on a schedule from the painter for interior painting. The painting should take place this month.

SOCIAL COMMITTEE – KIM DAVID & DONNA GENCO/DAVID JUSSAUME

- Planned events for the remainder of 2024:
 - **September 14th – Block Party on Battery Chase – 4:00 pm** Guests will be asked to bring a picnic dish to share as well as their own drinks and chairs. (The Committee will provide nonalcoholic beverages, tables and paper products.) Cornhole will be provided as well as the possibility of other games. A message will be sent to all IOB residents about the Block Party. Music may also be provided if there is electrical access at or near the park area.
 - **October 19th - Annual Party** Caterers and a band have been secured for the evening. The committee is asking volunteers to bring fall-themed desserts.
 - **December 14th - Merry Mingle** The Committee will start talking to residents about hosting for the Merry Mingle. They have decided to lower the number of people for each house (and the amount of money for each host home) They are also encouraging people to partner up with someone else if they do not have a guest.

GROUNDS & LANDSCAPE COMMITTEE/GREENERY REPORT FOR THE GROUNDS AND LANDSCAPE COMMITTEE JULY 9, 2024

KATHY WHITEHEAD/CARMEN DILLARD

In lieu of a monthly meeting on July 4th, Kathy emailed the committee to get feedback on goals to consider when setting a budget for 2025. Kathy and Carmen met with David Jussaume to review the remaining budget for 2024 and develop the first draft for the 2025 Budget to be considered by the Board for presentation at the annual meeting.

Other items in process:

- Seeking quotes from other vendors to vista prune the bluff area of the marsh at the end of the pipeline easement (where the four chairs are located) between the Watson and Bouie homes.
- End of July/early August – removal of palm fronds. (Kathy and Carmen will mark trees with tape for The Greenery.)

THE GREENERY REPORT

Carmen Dillard

Carmen Dillard met with Brandon Quitsman, Romario Blackwood, and John Buzzell of The Greenery on June 28, 2024.

- Maintenance during June
 - Continuation of routine maintenance (mowing, blowing, edging)
 - Cutting, pruning, managing weeds and clearing debris generated from cleaning/clearing
 - Removal of Spanish Moss from the Cedar tree to the left of the Clubhouse driveway and palms pruned.
 - Irrigation clocks being reset in accordance to BJWSA directives.

- General
 - Dog Fennel update – All problem areas continue to be treated.
 - Easements
 - Mowing between DLG and Palmetto will occur about every 2-3 weeks during the summer growing season.
 - Drainage ditches/swales along pipeline easement will continue to be checked. (Special concern with Palmetto Place to the outlet at Islands Avenue near the Clubhouse.)
 - The crew will remove shrubs in the Battery Chase landscape island and put down pine straw.
 - Carmen will communicate tennis/pickleball court upcoming refurbishment with John Buzzell.
- Front Entrance/Five Oaks/Islands Avenue
 - Five Oaks/Islands Avenue irrigation - The Greenery is in the process of locating problem areas where the pressure is low and water is not hitting the planted areas as needed. There appears to be more than one problem area.
 - Lee White found while installing the plants near the entrance last fall that the irrigation there was not running properly and made adjustments at that time. It is possible that this could account for the increase in water bills that David Jussaume presented at the June Board meeting. Below is a ledger of the BJWSA bills for the meter in question for 2023, along with the 2024 amounts presented by David Jussaume at the last Board meeting.

Vendor Ledger - 306552 - 101 Five Oaks			
2023		2024	
Date	Amount	Date	Amount
1/1/2023	\$107.89	January	\$248.14
2/8/2023	\$9.55	February	\$229.94
3/7/2023	\$9.55	March	\$243.98
4/22/2023	\$54.53	April	\$250.74
5/24/2023	\$103.04	May	\$268.94
6/24/2023	\$399.39		
7/14/2023	\$9.55		
8/7/2023	\$9.55		
9/5/2023	\$0.00		
10/5/2023	\$393.11		
11/3/2023	\$233.06		
12/4/2023	\$221.62		

- The three viburnum in decline along Islands Avenue will be replaced if there is not enough rain to improve their condition.
- Deer Island
 - The crew will remove dead palm fronds that are visible from the front areas but will need to wait until the cooler season to trim further back into heavier palm areas.
 - The irrigation for the landscape island is in the process of being assessed for effectiveness.

- The poor condition of some of the farfugium plants on the landscape island was investigated. In addition to that area getting a lot of sunlight, it appears to be heat generated from the metal roof of the nearby house which is negatively impacting the health of the farfugium. Based on those findings, it is recommended that the farfugium be replaced with other plants that will better tolerate more heat and sunlight.
- Clubhouse
 - During July/August – Weeding in the front lawn of the clubhouse and around the shrubs.
 - The crew will remove the dead Jasmine plants and vines going over the archway to the pool. New Jasmine plants will be planted once the weather cools a bit.
 - Damaged/dead distillium in the front yard will be replaced once the weather cools.
- Cotton Island
 - After further investigation Lee recommends top dressing the area where the water is not draining and created drainage to both sides. This option is also less expensive than a French drain.
 - The crew will continue to monitor Lot 17 for needed ongoing maintenance now that the lot has been bush-hogged and vista pruned.
- Retention Ponds
 - The retention pond near the basketball court was bush hogged.
- Proposals/Quotes Requested
 - Auditing, repairing, and adjusting irrigation lines at the front entrance and down Islands Avenue. (Proposal sent needs to be modified.)
 - Installing irises around Belle Grove Park signs and adding pine straw around the plantings.
 - Replacing flax lilies (eaten by deer) and Society Garlic bed by the front entrance.
 - Replacing struggling farfugium in the landscape island on Deer Island with plants that are more heat and sun tolerant.
 - Erosion control and hydroseeding of areas along De La Gaye. (Proposal sent needs to be modified.)
 - Top dressing lawn area of Cotton Island Park.
 - Pine straw additions to areas recently installed (for the fall pine straw installation and for 2025) - The following areas were not included in the Additional Services quote in the 2024 contract.
 - Left side of Clubhouse driveway
 - On either side of walkway going to the four chairs and in the bed around the palm tree behind the four chairs.
 - The area across the street from the Clubhouse that received pine straw last year
 - The large area between the left side of the Clubhouse driveway and the tennis courts. (This will need to wait until all heavy equipment is gone from the refurbishment of the tennis/pickleball courts.)
 - (Possible one time application) - The side of 301 De La Gaye (corner of De La Gaye and Islands Avenue) along the DLG side – add pine straw to that side of the lot from the sidewalk to the street.

(Kathy Whitehead will do a map of all areas that will need pine straw twice a year.)

- (Tabled for the time being) River rock installation over pipelines near Deer Island entrance and on De La Gaye. Romario also recommended (if it is allowable since these areas are privately owned) to plant water-loving plants such as willow or bald cypress to help with some of the drainage. More information is needed on what is creating the water sources and pooling of water in those pipeline areas. In the meantime, The Greenery will treat those areas for weeds.
- Review of Contract and Maintenance RFP and for the 2025 year.
 - The Greenery will set their pricing around September. The maintenance pricing will likely be similar to last year....possibly a nominal increase. Some spotlights need to be re-directed.
 - Kathy and Carmen will meet with Brandon Duitsman of The Greenery to go over the contract and updated RFP.

The next monthly meeting is scheduled for July 26th at 2:00 pm.

Other information:

- Alex is checking the lighting near the entry way down Islands Avenue and at the Clubhouse and reports that about 12-14 fixtures are out. Some are due to cut lines from installation of new plantings and some from people walking on them. Funds will be needed for spool and connectors that are more durable. A larger transformer will need to be installed at the Clubhouse. The Clubhouse sidewalk lights need to be replaced.
- Kathy Whitehead reminded the Board of the G&LC recommendation a few months back to install up lights along Islands Avenue instead of pathway lights.
- The Board approved using the pathway lights along Islands Avenue (when replaced with up lights there) to replace the pathway lights along the sidewalk at the Clubhouse.

OPEN SPACE COMMITTEE – LINDA TUNSTALL/ALEX KENT

- The committee added Open Space information to the community map to indicate footpaths, pocket parks and recreational/playground areas. A boundary line was also added to delineate the border between IOB and the school board property. The map was updated by Budget Printing and has been finalized. Upon payment, this version will be uploaded to the IOB website.
- The committee ordered a picnic table and 4 Adirondack chairs from Grayco to be installed on Lot 17. The estimated delivery will be September 2024. Additional planned enhancements to this area include a spur path into the lot, a stoned area for the picnic table and a bench swing. Alex recommended that pathway lights also be included.
- Requests for additional furniture for Belle Grove Park and benches throughout the neighborhood have been deferred for the time being. The committee plans to utilize the benches that are currently on the tennis courts (if they are available) once the court renovation is completed. The committee will also consider the plan for this area that was drawn up a couple of years ago as they move forward.
- If anyone in the community has suggestions for things they would to see to enhance our existing Open Space areas, please reach out to Linda or any of the committee members.
- The committee met with David Jussuame to review the planned budget for 2025 and are on track to submit it to him by the end of this week.
- The next committee meeting will be on Tuesday, July 30.

Other information:

- The manufacturer for the new furniture is the same for the furniture that is currently on the tennis/pickleball courts.
- There is a land use plan for Lot 17 on Cotton Island which would give the committee information about the shape of the property and configuration of areas on the property.

OLD BUSINESS

- Deer Island Bridge Pedestrian Walkway Update – David Jussaume
 - No work has been done yet due to the heat.
 - Feedback from some Deer Island residents includes considering another color. If a different color is chosen, it was recommended that a lighter color be used to reflect the heat.
- Tennis Court Repairs/Pickleball Court Conversion Status – David Jussaume
 - Scott Whitehead reports that the furniture currently on the courts will need to be moved and stored while work is taking place; possibly the shed (if there is space) and/or behind the pool house.
 - Two portable nets are needed for the tennis court side. Currently, there is only one usable net. Scott commented that based on past experience, there may be difficulty getting replacement nets. Robert will investigate.
 - David Brandt reported that the gates to the pool area need to stay closed.
- Sidewalk Repairs and Possible Removal in Some Areas – Eric Powell/Carmen Dillard
 - The sidewalk survey and map denotes areas of sidewalks that need to be removed, repaired, or re-located. A quote for approximately \$40,000 was received to make these changes.
 - The first priority is to address any sidewalk areas that might be a liability.
 - Fred asked about the Board's intent for removing sidewalks for two construction sites underway.
 - Alex said that a special meeting will be scheduled to discuss sidewalks.
 - Dwayne commented that the Board needs to take into account situations where someone is just building a house. Homeowners know as soon as possible so they can change landscaping plan if needed.
- Dock Cleaning and Sealing – Alex Kent, Robert Bundy
 - The Board approved Leon's quote for the job. He will use the same sealer as before (semi-clear).
- Lawsuit Update – Alex Kent
 - Alex asked for update from the attorney who reported that no response has been received from the plaintiff.
- IOB Board Meeting Frequency- "Section 9- Regular Meetings of the Board may be held at any such time or place as shall be determined, from time to time, by a majority of the board, but at least four (4) such meetings shall be held each fiscal year."
Questions/Comments:
 - Can we meet less frequently? (Maybe 6 times a year?)
 - Is there a way to keep things moving forward? Alex said the Board can reconvene and make needed decisions.

- The Board can give an authorized spending authority to use between meetings. Alex – queries and gets feedback from the Board.
- Alex asked David and Bill to come up with a 6-month meeting schedule.
- Can time slot be changed? Some are working at the current time (1:30 pm)
- Communication to the community can be posted between meetings, and materials can be sent out in advance.
- Access/Security System Issues & Contract Update – Alex Kent, David Jussaume
 - The Board met with Custom Security in February. Custom Security submitted a proposal with new equipment.
 - Refer to David’s presentation at the end of these minutes in Appendix A.
 - Comments related to the presentation:
 - Currently, we spend about \$4,000+ a year for Custom Security to provide the remote locks and keypads currently in place. A suggestion was to consider doing away with that expense and getting something controlled by IOB Management, such as a community code for residents to use upon entry. (We already have camera in place which we own.)
 - Eric commented that there are no electronic lock systems available on the back doors we currently have. Anderson Doors makes a door that would allow that. He will check into the cost of door replacement.
 - The bottom line is that the equipment needs to be replaced. It is old, outdated, and gates have been broken by vehicles hitting them or malfunctioning. More updated features will work better and provide the neighborhood more security.

NEW BUSINESS

- (None)

A MOTION WAS MADE TO ADJOURN AT 3:36 PM. THE BOARD WENT INTO EXECUTIVE SESSION.

THE NEXT MEETING IS SCHEDULED FOR TUESDAY, AUGUST 13TH AT 1:30 PM AT THE CLUBHOUSE.

Custom Security – Islands of Beaufort

- Minimum Cost
 - No additional equipment
 - No updates to already installed equipment
 - Current lease rates would continue

- Custom Security “Recommendation”
 - Main gate
 - Barrier Arm
 - Clubhouse
 - Deer Island Gate

Main Gate (Mechanical Operation) Recommendation

<p>Gate Access Equipment - ENTRY:</p> <ul style="list-style-type: none"> 1 – Commercial Hydraulic Operators 1 – FAAC Control Board 1 – LED Light 1 – Loop detectors 2 – Loop cut and patch <p>LEASE INSTALLED PRICE.....\$4,290.00</p>	<p>Gate Access Equipment - EXIT:</p> <ul style="list-style-type: none"> 2 – Commercial Hydraulic Operators 1 – FAAC Control Board 1 – Enclosure for Equipment 2 – Loop detectors 3 – Loops cut and patch <p>LEASE INSTALLED PRICE.....\$7,221.00</p> <p>Lower Beams - EXIT:</p> <ul style="list-style-type: none"> 2 – Beams <p>LEASE INSTALLED PRICE.....\$920.00</p> <p>LEASE MONTHLY INCREASE.....\$12.00 per month</p>
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Cost of replacing listed existing equipment
Corresponding lease cost

↖
↘

Cost of adding equipment
↖

Main Gate Video Recording Recommendation

Gate Camera System Update – ENTRY & EXIT:
 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

Option – Exit LPR:
 1 – License Plate Recognition Camera with logging and search capabilities
INSTALLED PURCHASE PRICE.....\$1,337.00

Front Gate Access Update:
 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 not 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
[Video Link for the MyQ App](#)

Main Gate Added Barrier to Deter Tailgating

Barrier Arm to Assist with Tailgating – ENTRY:
 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

Clubhouse

Clubhouse Access Control
 1 – Add Bluetooth Reader to Front door of Clubhouse
LEASE INSTALLED PRICE.....\$350.00
LEASE MONTHLY INCREASE.....\$8.00 per month

Turnkey Installation

Including: (concrete??) pad, elec. power, CAT 5 cable

Deer Island (Mechanical Operation) Recommendation

<u>Gate Access Equipment - EXIT:</u>	
2 – Commercial Hydraulic Operators	
1 – FAAC Control Board	
2 – Loop Detectors	
3 – Loop cut and patch	
LEASE INSTALLED PRICE.....	\$6,227.00
<u>Gate Access Equipment - ENTRY:</u>	
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

PO Box 699 Bluffton, SC 29910

Deer Island Video Recording Recommendation

<u>Front Gate Access Update:</u>	
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.	
Apps available \$2/each per month	
Video Link for the MyQ App	

IOB's Custom Security Cost

- Present Lease

Quarterly Main Gate Lease	\$1,275.78	\$1050.00
Quarterly Phone.com		\$60.78
Quarterly iCloud		\$165.00

	Present Charges		
	Yearly	Q	Month
Quarterly Main Gate Lease	\$5,103.12	\$1275.78	\$425.26
Quarterly Clubhouse Lease	\$3,540.00	\$885.00	\$295.00
Deer Island Quarterly Lease	\$4,443.12	\$1110.78	\$370.26
Total =	\$13,086.24	\$3,271.56	\$1,090.52

Quarterly Clubhouse Lease	\$1050.00	\$885.00
Quarterly iCloud Service		\$165.00

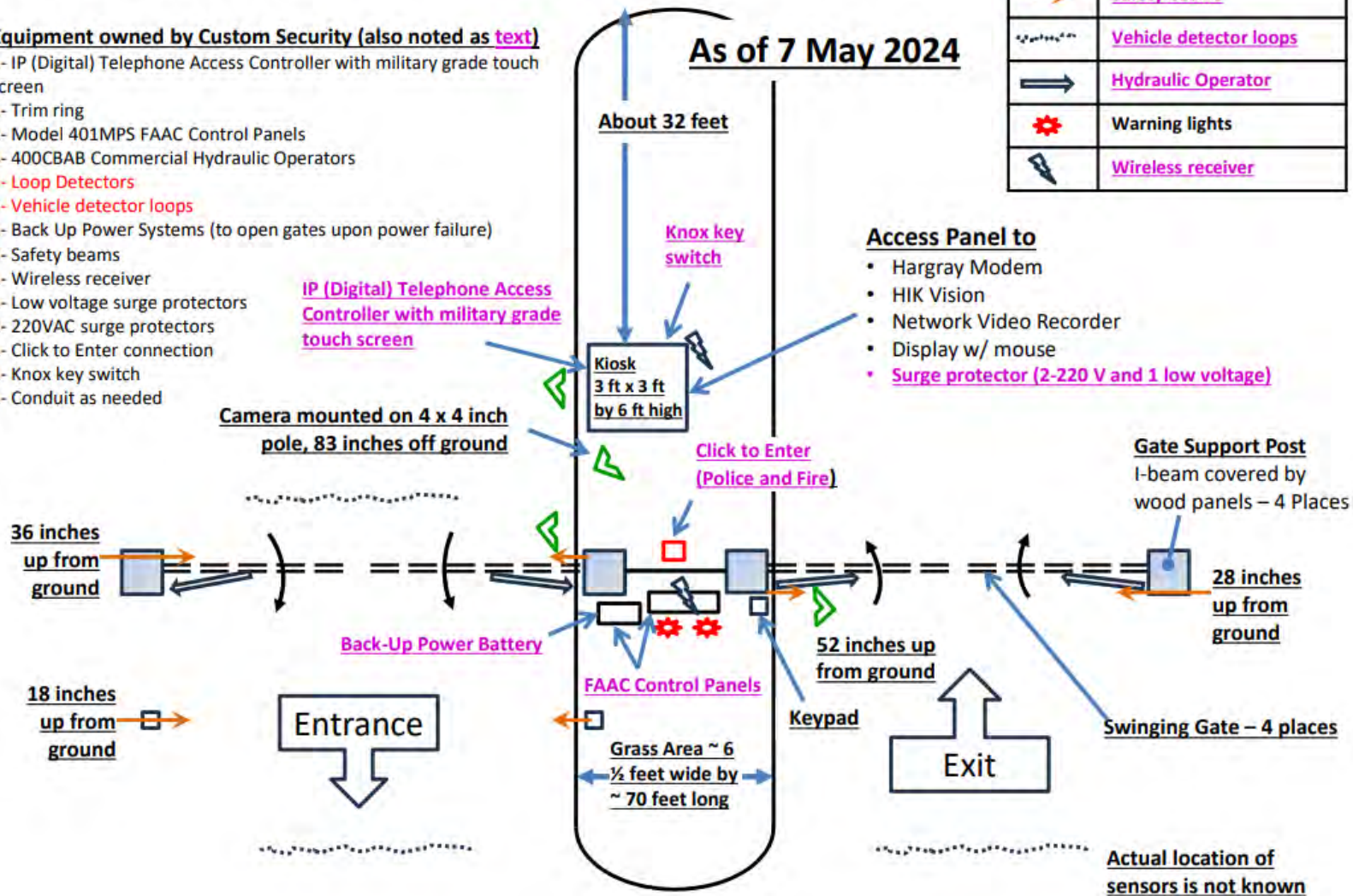
IOB Main Gate – Physical Arrangement

Equipment owned by Custom Security (also noted as text)

- 1- IP (Digital) Telephone Access Controller with military grade touch screen
- 1- Trim ring
- 2- Model 401MPS FAAC Control Panels
- 4- 400CBAB Commercial Hydraulic Operators
- 3- Loop Detectors
- 5- Vehicle detector loops
- 1- Back Up Power Systems (to open gates upon power failure)
- 3- 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

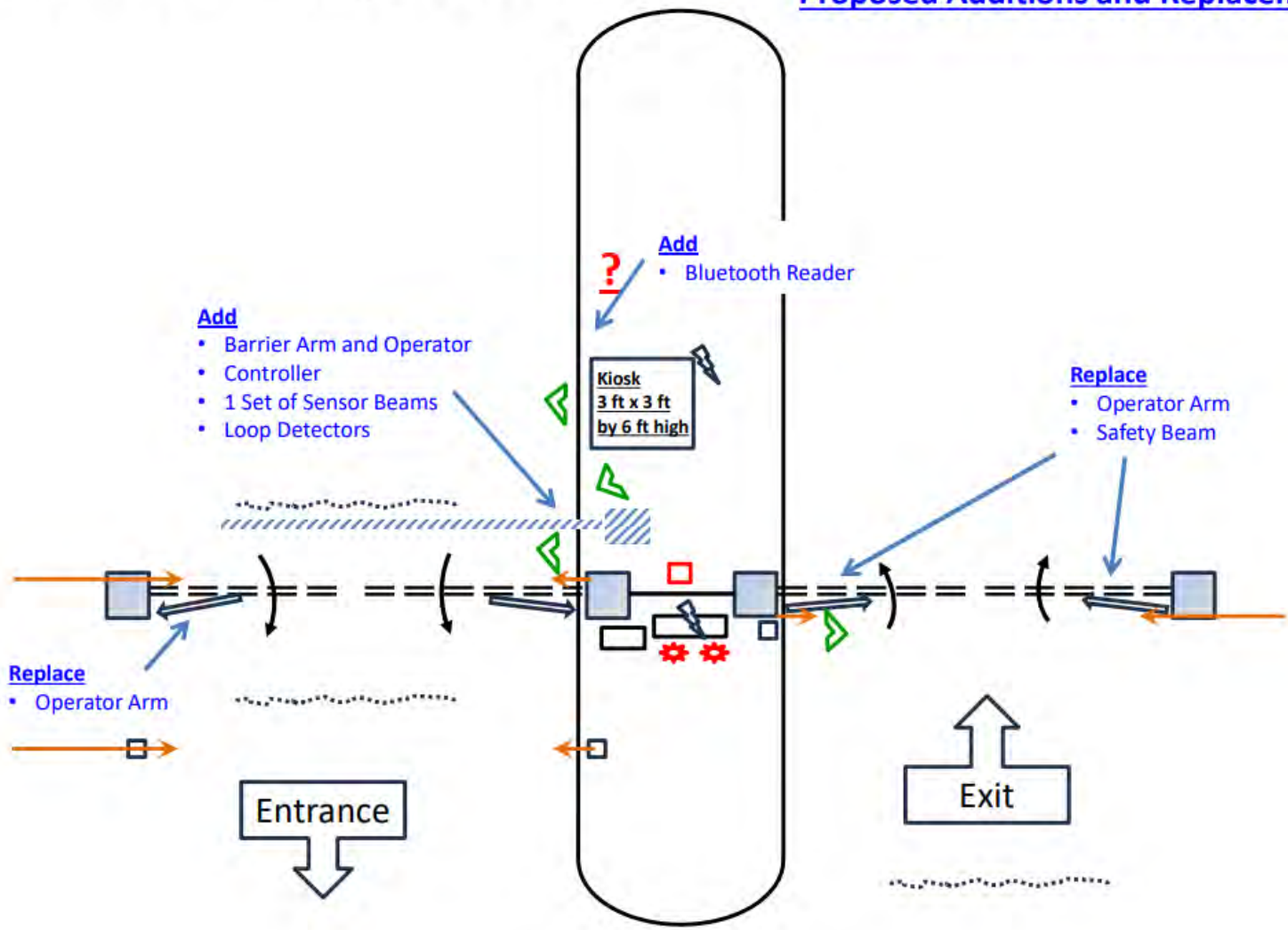
As of 7 May 2024

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



IOB Main Gate – Physical Arrangement

Proposed Additions and Replacements



Deer Island Gate – Physical Arrangement

As of 9 May 2024

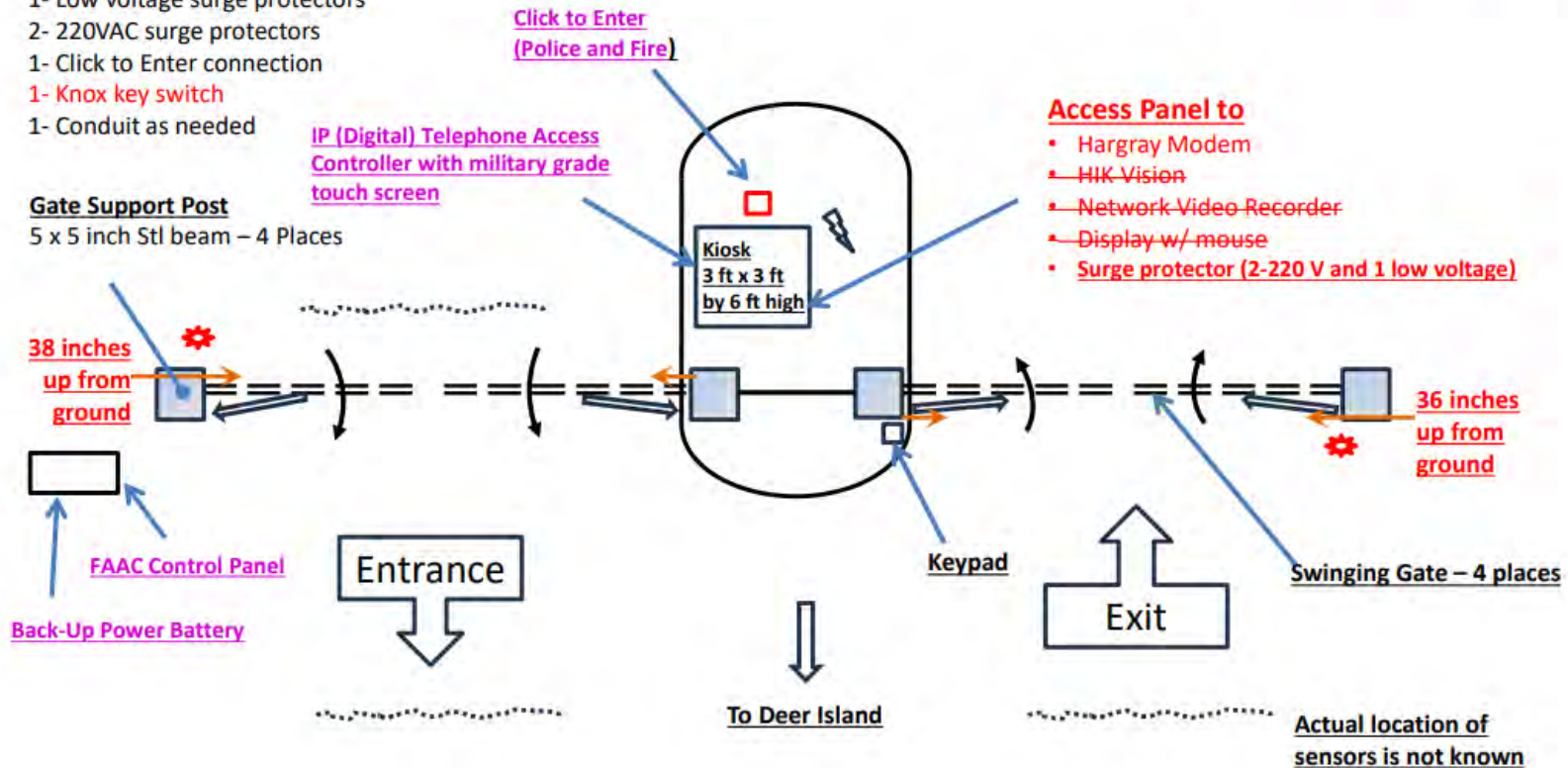
	Camera and Direction
	Safety beams
	Vehicle detector loops
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- 2- Model 401MPS FAAC Control Panels
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- 1- Wireless receiver
- 1- Low voltage surge protectors
- 2- 220VAC surge protectors
- 1- Click to Enter connection
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Gate Support Post

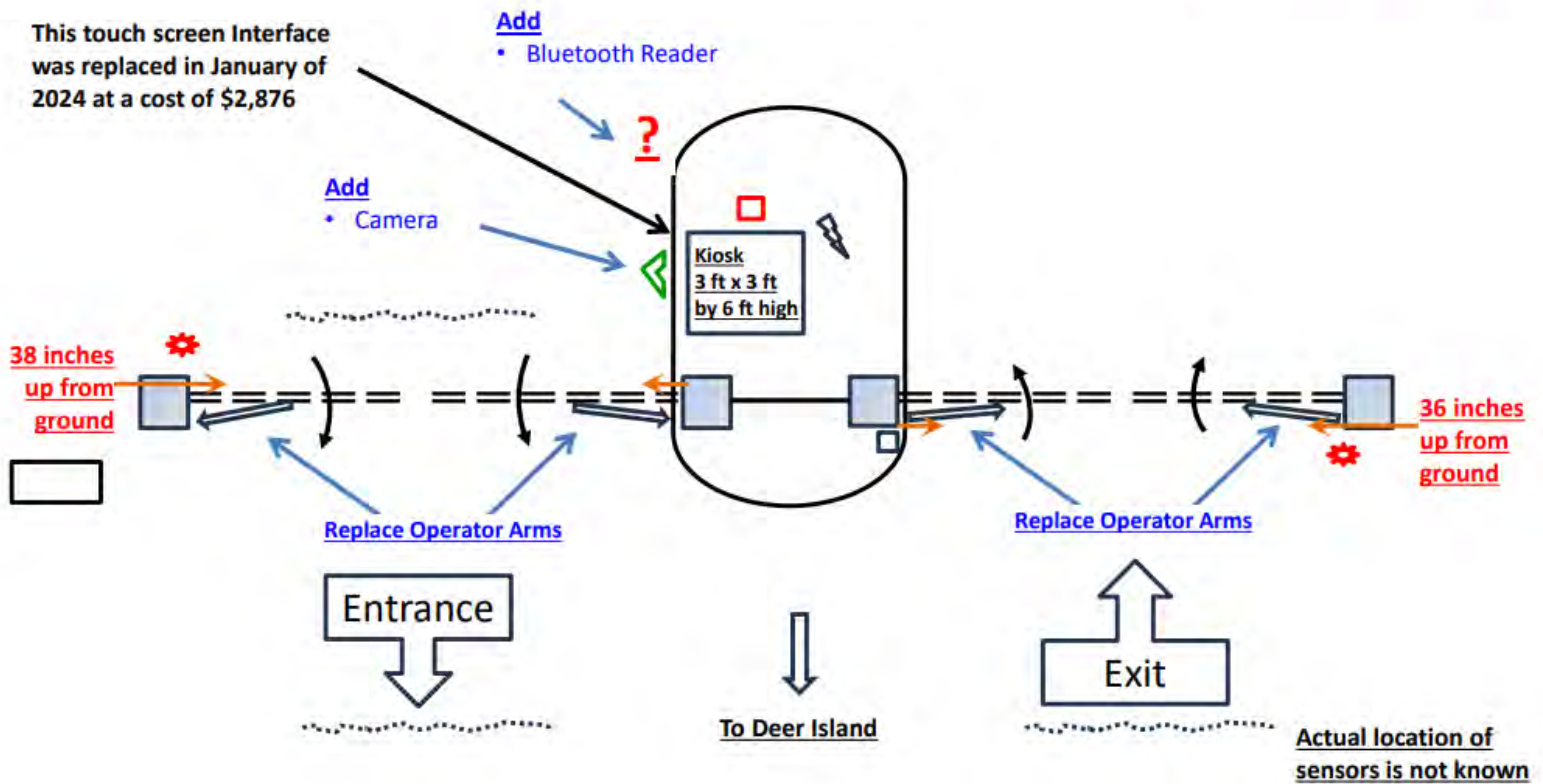
5 x 5 inch Stl beam – 4 Places



Deer Island Gate – Physical Arrangement

Proposed Additions and Replacements

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



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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

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Apps available \$2/each per month

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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

Lower Beams - EXIT:

2 – Beams

LEASE INSTALLED PRICE.....\$920.00

LEASE MONTHLY INCREASE.....\$12.00 per month

Gate Access Equipment - ENTRY:

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

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LEASE INSTALLED PRICE.....\$8,483.00

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Clubhouse Access Control

1 – Add Bluetooth Reader to Front door of Clubhouse

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2- 4MP Turret Camera with 90IR and WDR (2 -gates)

1- Backup battery for momentary power outages

INSTALLED PURCHASE PRICE.....\$4,066.00

Option – Exit LPR:

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

