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## Greater Imperial Board Association – Unapproved Minutes

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**Meeting Date:** May 22, 2014

**Time:** 2:00 P.M.

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**Location:** Bermuda Greens Clubhouse, Naples, Florida 34110

**Purpose:** Board of Directors Meeting

**GIB Officers Present:** Tom Harruff, Martha Meyers.

**GIB Officers Excused:** Len Joyce, Judith Gibbs

**Representative Present:**

<i>Abbey on the Lake:</i>	<i>Warren Maccaroni (Absent)</i>
<i>Bermuda Greens:</i>	<i>Steven B Smith for David Bearce</i>
<i>Castlewood:</i>	<i>Martha Meyers</i>
<i>Charleston Square:</i>	<i>Marge Williamson (Absent)</i>
<i>Estates:</i>	<i>Thomas R. Harruff</i>
<i>Golf Club:</i>	<i>Font Kremer</i>
<i>Imperial Gardens:</i>	<i>Judith Gibbs (Present by Proxy)</i>
<i>The Island:</i>	<i>Carolyn Farhet</i>
	<i>Charlotte McCullough</i>
<i>Manors of Regal Lake:</i>	<i>Alex Kassolis</i>
<i>Park Place:</i>	<i>Charles Yates</i>
<i>Park Place West</i>	<i>Joe Gagnier</i>
<i>Wedgefield:</i>	<i>Jackie Milot (Absent)</i>
<i>Westgate:</i>	<i>Penny Schulte (Absent)</i>
<i>Weybridge:</i>	<i>Kristine Russo</i>

**Also Present:** Anne T. Harruff – Beautification Committee  
Stephen Towns of Towne Properties the Property Manager.

**Certify Quorum:** Representatives from 10 member associations were present, either in person or by proxy, thereby establishing a quorum.

**Call to Order** Martha Meyers, Vice President called the meeting to order at 2:00 P.M.

**Secretary Report:** The Minutes of the April 24, 2014 meeting were presented. **It was moved by Joe Gagnier, seconded by Charles Yates to accept the minutes. The motion carried.**

### GREATER IMPERIAL BOARD, INC - Treasurers Summary Report for GIB Meeting 5-22-14

#### **Income and Expense Statement as of 4-30-14:**

Income for April is over budget for the month by \$917.67 and year to date by \$6,410.47 primarily due to higher than anticipated Gate Pass sales. Total Operating Expenses are under budget for the month by \$5,106.89 due to each expense category being under budget by amounts of less than \$2,000 for any category. Year to date we are under budget by \$11,326.66 but that includes almost \$8,400 in under billed gate expenses that Towne is working with Universal to clear up.

#### **Balance Sheet Items as of 4-30-14:**

1. Operations Checking Account: Cash for Operations      \$35,763.79

2. Cash for Reserves Balance:	\$280,366.77
3. Other Assets, incl. Accts Rec and Prepaid:	<u>\$ 1,897.58</u>
4. Total Current Assets:	\$318,028.14
5. Total Current Liabilities:	\$8,412.01
6. Retained Earnings	\$7,683.22
7. Owner's Equity	\$4,237.69
8. Current Year Income/ (Loss)	\$17,328.45
9. Replacement Reserve Prior	\$263,737.59
10. Replacement Reserve Current	\$16,629.18
11. Total Equity	<u>\$309,616.13</u>
12. Total Liabilities/Owners Equity	\$318,028.14

**Balance Sheet Discussion:** We have adequate cash on hand to meet our monthly bills. I recommend a motion to transfer the \$7,683.22 from Retained Earnings to Paving Repair Expense Reserve based on the higher than anticipated expense that the Golf Club experienced. We are still about 10 years away from another road overlay and we will have time to further recalculate the requirements for this reserve. This is similar to actions taken by this Board in past years. We are looking into alternate investments for our Reserves to increase our return on investments.

Tom Harruff, GIB Treasurer

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#### **Treasurer Report Requests**

**Motion:** Charles Yates moved that \$7,683.22 from Retained Earnings to Replacement Paving Repairs Reserves, seconded by Charles Yates, seconded Joe Gagnier. Motion passed without objection.

**Motion:** Treasurer Harruff presented a motion to move \$250,000 from cash to Florida Community Bank money market to earn 1.05%. Motion seconded by Charles Yates. Discussion of GE Capital CD alternative at 1.10% but with less liquidity and early withdrawal penalties. Value at FCB is ability to move funds. With no further discussion motion was called and passed without objection.

**Motion:** It was moved by Charles Yates, seconded Joe Gagnier to accept the Treasurers report. Passed.

### **GREATER IMPERIAL BOARD MANAGER'S REPORT MAY 2014**

#### **Resident Contact:**

April purchases for access devices were up from March, 11 of the 41 devices were for Golf Club memberships only. There were the usual interactions with new owners over access to Imperial.

Complaints: There were three complaints. A new golf course member complained over the problem with their e-pass not working. This resulted in diagnosis of network interruption to the gatehouse. Reboot resolved. The second regarding renter complaint over problems with getting an e-pass, was verbally abusive of gatehouse guard and attempted to enter gatehouse by foot. Root cause is an owner who was not familiar with process requirements. Note made to owner. There was one collision with the owner's gate which reminds of issue over enforcement of rules through member associations.

## Gatehouse Network Upgrade

Visitor gate camera PC installed with problems with shutdown due to power saving features installed on PC. Problem resolved. No service interruption in five days.

System PC requirements for Gatehouse Software database PC given to Team Logic for ordering upgrade PC. Scheduled install with TEM in next 60 days.

### Access Items:

- We have inventory of 299 smart passes (one lost to defect) and 48 license Tag Transponders.
- There was one gate incident in the month of since April 21 (7 YTD) resulting in no damage.
- There was one main irrigation line break at the gatehouse potable city water diagnosed over weekend of 5/10. Repaired by Greenspire 5/12. One sprinkler head break repair.
- Flag and Lights installed at Gatehouse. Appreciation to Charley Yates. Lights and camera have been adjusted by NEW IQ such that night time incidents will be seen by the surveillance cameras.
- Supplies inventory at the gatehouse was replenished once in May and exterior lamps replaced.
- Data entry inconsistencies identified and plan for in-service at the gate for new staff.

### Discussion:

Concerns over the plumbing shut off at the gatehouse since water for irrigation after shutoff valve. 30 year old plumbing. Water to gatehouse needs be maintained. Manager to follow up with plumber for back up to Greenspire and to look at a shutoff for the irrigation such that the water service to the gatehouse can be maintained during repair issues for broken lines and heads.

Question regarding the gate and enforcement of gate crushers was made and clarified. The GIB has no enforcement but owners or guests that violate can be pursued by police report and member association.

### ACCESS DEVISE SALES

Month	2012		2013		2014		2014
	Smart Pass	Transponders	Smart Pass	Transponders	Smart Pass	Transponders	hard pass returns
January	43	5	81	6	68	1	1
February	25	10	22	6	44	4	2
March	52	3	27	1	41	0	2
April	35	1	25	5	42	1	4
May	22	1	36	3			
June	36	5	18	3			
July	44	4	28	4			
August	48	0	22	1			
September	48	0	16	1			
October	74	3	41	2			
November	64	4	81	6			
December	41	0	48	6			
	532	36	445	44	195	6	9

The Manager's report was accepted as presented.

President's Report  
Greater Imperial Board  
May 22, 2014

**Irrigation:** We are looking at flushing out the well we punched in hopes we will find there actually is good water available from the Tamiami Aquifer, where our well should be tapping. There will be more information from the Beautification committee.

**Parshall Law Suit:** Mr. Glenny, our insurance company's attorney, advised that Kathy Day was deposed on May 5 with regards to this case. Mr. Glenny goes summarizes the deposition, basically the function of the gate house, a history of the gate house renovation and function of the GIB. Parshall's attorney has requested further depositions Harlan Dam, Jim Slattery, Mark Thieme, John Gast and Barbara Brookover for June 17<sup>th</sup>.

Mr. Glenny advises that a hearing on the motions to dismiss that were filed on behalf of the GIB and Mrs. Day, as well as ASG's similar motion is being scheduled. He will notify us promptly when the hearing has been arranged.

**Imperial Golf Club Dining Opportunities for All Residents of Greater Imperial.** Attached to your BOD packets is a flyer from the Club advising the times that the restaurant is open through the summer for all residents of Greater Imperial. Hopefully you can get his item posted in your communities, and included in newsletters, etc.

**SFWMD a conservation easement.** We are investigating Manors property 1108 Manors Lake Dr. and how this property could be utilized and what if any property taxes would be required. This needs further review.

**Access Gate Control.** Systems are operating satisfactorily. I will leave this blank for now as Martha should have the numbers by the meeting on Thursday. And/or I will forward to her.

Len Joyce, President, Greater Imperial Board, Inc.

There were no access numbers reported at the meeting.

**Discussion:**

**Imperial Golf Club:** Font Kremer followed up on Presidents message to note that the Club wants to encourage the residents to use the restaurant during the summer as described in the flyer. Kathy at the club will do an email blast to the representatives to share with your respective memberships the specials of the week. The Club appreciates the support of the associations.

**Parshall Lawsuit** – reported that Kathy Day has already been deposed. Parshall has been deposed by the GIB insurance carrier. GIB attorney has filed motion for dismissal. Lawsuit valuation has been raised due to an increased valuation by the plaintiff of value of items missing. Insurance company feels this case important for establishing case law.

Kris Russo reported that she has asked on behalf of the member associations the insurance carrier for the GIB that each community be added as additional insured's. Representative Russo has contacted the insurance agent for the GIB. Russo thinks the costs associated with defending the members should be covered by the GIB carrier. No news to report at this time.

Attorney for GIB looking into taxes, possibility of burying propane tank and Preserve costs associated with potential benefit of placing back up energy supply for the gate at the property offered for donation.

**Motion: Moved by Joe Gagnier to accept Presidents report as presented, seconded Charles Yates. Passed.**

## **BEAUTIFICATION COMMITTEE REPORT:**

- 1 Greenspire Contract- fertilization of Turf-6-10-15.
- 2 Steve Pope – Top Cuts – Greenspire has shifted the Landscape Mowing etc. to Top Cuts.- Greenspires sub-contractor, Steve Pope-Cell-239-821-6837, Steve Pope Office-Joslyn Pope-239-243-8190.
- 3 Greenspire will continue the Irrigation, electrical, Chemical, and Fertilization treatments of all landscape. Greenspire will continue the billing to the GIB.
- 4 Proposal submitted by Greenspire for \$344.94 This proposal is for cleaning out the Well Pipe to purge the stagnant water and take fresh samples on East end of 41 Island. Greg Shanabarger thinks that this could result in salinity levels satisfactory to the County, and enable the GIB to use this water for Irrigation of the 41 Island, and Exit side of GIB area. Asking the GIB Board for approval.
- 5 When the well issue is resolved, same plantings will be re-installed back to the site in front of the well pipe.
- 6 Irrigation Water Break at the Gate House occurred the weekend of May 3 & 4, Towne Properties and Greenspire advised. Water Break Repaired.
- 7 Gate House Window Boxes- One watering tube was replaced in two separate Window Boxes. The flowers in the window boxes still look good, will keep them pruned and looking acceptable as long as possible, before replanting.
8. Sean – Greenspire reported 3 Flood Lights broken at Park Place West area of GIB Property. Replaced with 50 Watt fixtures.

Anne Harruff, GIB Beautification  
**OLD BUSINESS: No Old Business**

## **NEW BUSINESS :**

**Well Purging:** Tom Haruff presented the proposal from Sean from Greenspire to purge the line at the well. Sean is confident that by pumping water from the well and running out into the drive at the entrance, that the water salinity will decrease to acceptable levels. **Motion: It was moved by Tom Harruff with second by Joe Gagnier to approve the proposal of Greenspire of \$344.94 not to exceed \$370.00 to purge the well. Motion carried.**

There was no further new business to bring before the Board.

**Motion: It was moved by Joe Gagnier, second by Font Kremer to adjourn the meeting. Passed.  
The meeting adjourned at 2:42 pm.**

**Next Board Meeting:** Our next board of directors meeting will be on Thursday, June 26, 2014 at 2 PM at the Bermuda Greens Club House.