
Greater Imperial Board Association – Minutes

Meeting Date: September 25, 2014

Time: 2:00 P.M.

Location: Bermuda Greens Clubhouse, Naples, Florida 34110

Purpose: Board of Directors Meeting

GIB Officers Present: Tom Harruff, Judie Gibbs, Martha Meyers.

GIB Officers Excused: Len Joyce

Directors Present:

<i>Abbey on the Lake:</i>	<i>Warren Maccaroni (Absent)</i>
<i>Bermuda Greens:</i>	<i>Steven B. Smith</i>
<i>Castlewood:</i>	<i>Martha Meyers</i>
<i>Charleston Square:</i>	<i>Marge Williamson</i>
<i>Estates:</i>	<i>Tom Harruff</i>
<i>Golf Club:</i>	<i>Tom Harruff, as proxy</i>
<i>Imperial Gardens:</i>	<i>Judith Gibbs</i>
<i>The Island:</i>	<i>Carolyn Farhet</i>
<i>Manors of Regal Lake:</i>	<i>Alex Kassolis (Absent)</i>
<i>Park Place:</i>	<i>Charles Yates</i>
<i>Park Place West</i>	<i>Joe Gagnier</i>
<i>Wedgfield:</i>	<i>Jackie Milot (Absent)</i>
<i>Westgate:</i>	<i>Roger Moorman</i>
<i>Weybridge:</i>	<i>Kristine Russo (Absent)</i>

Also Present: Anne T. Harruff – Beautification Committee
Chris Lombardo, Commissioner – North Naples Fire Control and Rescue District
Stephen Towns of Towne Properties - the Property Manager.

Certify Quorum: Property Manager Stephen Towns reported Directors from nine member associations were present thereby establishing a quorum.

Call to Order: The Meeting was called to order by Vice President Martha Meyers at 2:00 P.M.

Secretary Report: The Minutes of the August 28, 2014 meeting were presented. **It was moved by Director Yates, seconded by Director Gagnier to accept the minutes as presented, approved unanimously.**

GUEST PRESENTATION:

Vice President Meyers pointed out literature from the North Naples/ Big Corkscrew Fire District Merger committee, and introduced Chris Lombardo, North Naples Fire District Commissioner. Mr. Lombardo introduced himself as Commissioner for the past sixteen years. He has been involved as the District transformed from operating in the red financially to recognition as one of the best run Fire Districts by the Governor's office. The history of merger of Fire Districts has come up often but this is the first time he has endorsed a merger of districts.

In a referendum in 2010 73 % of North Naples residents voted in favor of consolidation. He took that as a mandate to look at all options. His conclusion has been to not support a merger until there came and was developed an opportunity for merger. Compelling issue is the forecast population growth in North Naples to soon reach build out with the largest growth east of CR 951 in Big Corkscrew. The two fire districts have been working under an inter-local agreement to consolidate services and provide for administrative efficiencies during the period of due diligence and study of the merger of the districts. The case for merger was made in the email sent to the membership of the GIB and in the Joint Merger Plan. Big Corkscrew and North Naples are the only two Fire Districts currently operating in the black. The District hired an independent economist to do a study of the potential of growth and the growth rate of the combined district is estimated to be 7% per year for the next 20 years. The question has been raised regarding waiting two years until the next election. He described the process as similar to herding cats and expressed doubts that it could happen again and asked the corollary question why wait if all issues and concerns point to benefits of merger. In conclusion both Boards and unions involved have endorsed the merger. Since the State created a means for the merger of Fire Districts this is the only opportunity that has presented itself that the Commissioner supports.

In response to question from a Director, the potential of merger with City of Bonita Springs was investigated and there was no interest in Bonita. Commissioner Lombardo described the geographic connections with Big Corkscrew District east of I-75 the area for potential growth. 90 % of the growth projected in the area is in Big Corkscrew. There are large very high end developments that are being built and planned. In summary he described himself as Chairman "No" but has been convinced to be enthusiastically in favor of this merger financially. In conclusion the commissioner asked for a vote "yes" in the November 4,2014 election.

Vice President Meyers thanked the Commissioner for his time and presentation.

GREATER IMPERIAL BOARD, INC - Treasurers Summary Report for August 2014

Income and Expense Statement as of 8-31-14:

Total Operating Income for August is over budget for the month by \$625.59 and over budget year to date (YTD) by \$9,306 primarily due to greater than anticipated Gate Pass Sales.

Total Operating Expenses are over budget for the month by \$6,052.23. Primarily in Maintenance (\$5,662.63) and Grounds Care (\$2,940.89). Year to Date (YTD) we are under budget for Total Operating Expenses by \$6,594.52. YTD under budget expense accounts

includes Utilities (\$2,563.66), Maintenance (\$532.87), Grounds Care (\$1,825.08) and our Administrative is under budget YTD by (\$1,672.91). Administrative Expenses are over budget YTD including the purchases of Smart Passes to keep inventory on hand to meet the increased YTD Smart Pass sales. We are in a good position financially at this point in our fiscal year.

Balance Sheet Items as of 8-31-14:

1. Operations Checking Account: Cash for Operations	\$36,196.60
2. Cash for Reserves Balance:	\$304,747.19
3. Other Assets, incl. Accts Rec and Prepaids:	<u>\$ 1,822.58</u>
4. Total Current Assets:	\$342,766.37
5. Owner's Equity	\$22,321.04
6. Current Year Income/ (Loss)	\$15,698.14
7. Replacement Reserve Prior	\$271,420.81
8. Replacement Reserve Current	<u>\$33,326.38</u>
9. Total Equity	\$342,766.37

Balance Sheet Discussion: We have adequate cash on hand to meet our monthly bills. The 2015 budget presented for approval results in the same assessment as last year, \$13.50 per unit per month. Please ask your questions and then let's have a motion to approve the budget. Your electronic ACHs from last year will remain the same for 2015.

Tom Harruff, GIB Treasurer

It was moved by Director Gagnier and seconded by Director Moorman to accept the Treasurers Report. Passed without objection.

Treasurer Harruff presented the opportunities for improved income from interest by moving operating cash from Iberia to Everbank or another banking institution where it will earn a competitive interest rate. **It was moved by Director Yates and seconded by Director Farhet to authorize the Treasurer to move the remaining cash money market investments to another banking institution as soon as practical in consultation with Towne Finance regarding Iberia ramification. With no further discussion, the motion was called and carried without objection.**

Treasurer Harruff presented the Budget for the Greater Imperial Board for 2015. Management created a draft that was reviewed by leadership and modified to the version presented to the Board. The Treasurer highlighted key elements, the access guard budget has been reduced to reflect 2014 actual experience, 2015 utilities are expected to increase modestly as irrigation pump and electric costs increase, and modest increase in irrigation costs due to aging system from new is anticipated. The leadership proposes no increase in assessment to the member communities. **It was moved by Director Yates and seconded by Director Gagnier to approve the 2015 Budget as presented and express appreciation for all of the time and effort of the Treasurer and President in developing this budget. Motion passed unanimously.**

GREATER IMPERIAL BOARD - MANAGER'S REPORT - September 2014

Resident Contact:

Since the last meeting of the Board we continue to have the summer slow-down in sales of passes, coincident with slower home sales and rentals. Sales continue to be down from 2012 but same period sales are up against last year. Already into September, we seem to be on the same pace as last month which means we will likely end the year with sales and revenue up against 2013. Clearly the difference in price and the drop in Country Club new members has stopped driver's license transponder sales. There were the usual interactions with new owners over access to Imperial.

Complaints: There were no formal complaints filed since the last meeting of the GIB.

ACCESS DEVICE 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	46	3	0
June	36	5	18	3	34	3	0
July	44	4	28	4	30	2	4
August	48	0	22	1	30	0	0
September	48	0	16	1			
October	74	3	41	2			
November	64	4	81	6			
December	41	0	48	6			
	532	36	445	44	335	14	13

Special Requests:

The Manager has received one more request for confirmation of the protocols for security related to new owners within Imperial purchasing property insurance.

Access Items:

- We have an inventory of 129 smart passes (one lost to defect) and 39 (two failed) license Tag Transponders .
- There was one reported gate incident since June25 (14YTD). The Guard House was struck by the box of a delivery truck at the guest gate. This is the first such altercation with the guardhouse during my tenure. There was no damage done to either the vehicle or the Guardhouse.

- Supplies inventory at the gatehouse was replenished twice since the July meeting.
- A couple of errors have been made by new junior officers at the Guardhouse regarding application of the Post Orders for the gate. In both instances the guard on watch was aware of the incident, understood the error and review of the related orders and strategy to manage in the future were completed by Universal Protection Management with the access guard. A memorandum which reviewed the related Post Order and the requirement for compliance with the rule was disseminated to all Access Guards, and signed acknowledgement of receipt and understanding of the problem and the solution was received and filed with the incident report.
- The Contract for Access Guard Services with Universal has been received and reviewed by the Manager. It involves no rate increase but clarifies a number of areas, most notably responsibility for coverage in the event of an emergency.

Gate Management Items.

Leadership has reviewed, made changes in and will be submitted for Board approval the 2015 Budget for the Greater Imperial Board. I was pleased with the support of the Finance team and hope that the leadership and Board finds the budget process for 2015 painless and is clear and concise for communication by the representatives to their respective Boards. The budget includes August 2014 data.

Irrigation

Swanson Electric has successfully repaired the electrical break to allow for the definitive test of the Well and support a trouble free installation of Holiday lighting at the entrance Island. By the Board meeting, Greenspire will have taken two samples and submitted for testing of salt and mineral content. I am asking for prayers and WELL wishes for a successful test such that we may begin the planning for implementation of the irrigation system upgrade and self- sufficiency on the part of the GIB. It has been a long haul and fates and faith couldn't hurt success.

Discussion: It was requested by the Directors that a copy of a form letter from the GIB be provided to the Management or Representative to the GIB describing the access gate for individual owner insurance purposes. It was suggested that a sign with the height limitation of the gatehouse be considered to warn vendors approaching the gate of the potential hazard.

Moved by Director Yates, second Director Gagnier to accept Manager's report as given.

BEAUTIFICATION COMMITTEE REPORT

1. Landscape Contract- Turf Fertilization- 12-3-12.

2. Waiting on Vendor-Greenspire to Flush Well after proper Electrical 220 installed by Swanson Electric. Stephen Towns is working with Greenspire-Sean on project.
3. Met with Jeff Pope-Top Cut, walked area and discussed installation of Holiday Lighting, both at Gatehouse area and 41 Island. He will also help me with the checking of all of the strings of lights and any additional lighting needs. Waiting for a bid from Top Cut.
4. Window Boxes were replanted by Jeff Pope September, 2014. I assisted with the selection of the plants.
5. Met with William Swanson- Swanson Electric. Went over electrical needs for additional electric receptacles down middle of US 41 Island. He will install 5 outdoor receptacles with Bubble Covers. This will help with the Holiday Lighting needs, and future lighting for the 5 Texas Bottle Bush trees in the middle of the 41 Island. I have also asked him to look at all of the outdoor lighting receptacles at the 41 Island as well as the Gatehouse area.

Anne Harruff, GIB Beautification

PRESIDENTS REPORT Greater Imperial Board
Sept. 25, 2014

Irrigation: We are finally 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. Delay was caused by required electrical connections for the equipment. More information will be available from the Beautification Committee.

Parshall Law Suit: Mr. Glenny, our insurance company's attorney advises that a hearing on the motions to dismiss on Sept. 30. Parshall has also now requested all kinds of Imperial Golf Estates Documents. The IGEHOA will comply if/when required and Towne Property Mgmt. will give them access.

Fire Department Merger. Included in your board packet is another view of the fire department merger which it was felt should be given to our Association Representatives. This gives a strong recommendation to proceed with the merger.

SFWMD a conservation easement. We still plan investigate how this property could be utilized and what if any property taxes would be required. This needs further review.

Charleston Square View of Tennis Court and Work Shop. Still working on this and will press to get resolved.

Access Gate Control. Systems are operating satisfactorily. There has been some confusion now that Captain Barb has left, but Universal is working with us to iron out. So we have for the record: July gate access had 30,879 residents and 16,858 guests for a total of 47,737. August gate access had 39,573 residents and 19,905 guests for total of 59,489. Will get September numbers upon return.

Next Board Meeting: Our next board of directors meeting will be on Thursday, Oct.23, 2014 at 2 PM at the Bermuda Greens Club House. Director Steve Smith to confirm the Holiday related schedule changes for the use of Bermuda Greens Clubhouse for the GIB meetings. **The Presidents report was accepted as read.**

There being no further business the meeting was moved to adjourn by Director Gagnier and seconded by Director Yates. Meeting was adjourned at 2:50pm.

Next Board Meeting: Our next board of directors meeting will be on Thursday, October 23, 2014 at 2 PM at the Bermuda Greens Club House.

Please note meeting in November will be on the 20th, and December on the 18th due to the holidays.