

GREATER IMPERIAL BOARD

Minutes from Board of Directors Meeting

September 27, 2018

Approved



GIB OFFICERS PRESENT: Greg Stephens, President; Joe Lawler, Secretary

GIB OFFICERS ABSENT: Jacquelyn Milot, Vice President and Martha Meyers, Treasurer

BOARD MEMBERS PRESENT:

| | |
|----------------------|--|
| Abbey on the Lake | Edwin Howe |
| Bermuda Greens | Steve Smith |
| Castlewood | Greg Stephens held proxy for Martha Meyers |
| Charleston Square | Trevor Calhoun |
| IG Estates | Nate Celauro |
| Golf Club | John Hill |
| Imperial Gardens | |
| The Island | |
| Manors of Regal Lake | Lynn Heinhold |
| Park Place | Charles Yates |
| Park Place West | John Kostello |
| Wedgfield | |
| Westgate | Joe Lawler |
| Weybridge | Greg Stephens |

Beautification Chair Kim Strusky

OTHERS PRESENT: Mickey Sudut, CAM and James Kelly, CCO of Sandcastle Community Management.



CALL TO ORDER AND DETERMINATION OF QUORUM - A quorum of the Board being established the meeting was called to order at 3:00 p.m. by President, Greg Stephens.

PROOF OF NOTICE -The notice of the meeting was posted according to the Florida Statutes.

SECRETARY REPORT / DISPOSAL OF PREVIOUS MINUTES -

Motion made by Charles Yates to approve the meeting minutes of 7-26-2018 and a second by Trevor Calhoun. Motion approved unanimously.

OFFICER REPORTS –

President’s Report – Greg Stephens

PRESIDENT’S REPORT

I was hopeful that the Water Project and all repairs would be completed. As of my writing I think all items are complete, except for Charleston Square that needs work done around the water line and we are trying to de-

termine who is responsible. RSW claims that the area was torn up by a phone cable repair and it is either CenturyLink or Comcast. The finger pointing continues.

We will be voting on the Budget for next year and so far there have not been a lot of questions concerning raising the fee by \$ 1.00 or \$ 1.50. I would suggest we approve the \$ 1.50, which will shore up the reserve funds.

We have had a problem at the gate with a resident that refuses to show their license to the guard to enter in the guest lane. This resident refuses to purchase a sticker or wand to gain access through the owner's lane. They claim that the guard needs to get to know them and just let them in at any time. Upon their refusal the guard called the sheriff and all they did was escort to his property, after they had blocked the guest lane completely for a time. This situation should not be tolerated by the GIB, but we have no recourse on the owner. I would like to change the post orders to reflect a warning to the association through the GIB member to take the responsibility to talk with their owner about the situation. Should it occur again with the same resident then we would assess a fine of \$ 100.00 to that association and they can collect from the resident. Should it happen a third time the fine would be \$ 250.00 and the fourth time \$ 500.00 and so on.

- **The board will take this action under consideration.**

Since the hard cut and some of the things we have done to the front landscaping I would propose that we take a look at that project in 2019, which we currently have bids for both the front and the gatehouse for a range of \$ 46,000.00 to \$ 54,000.00.

I would like to do the painting of the gate house inside and out and all the signage, a new roof for the gatehouse, new stone facade for the gate house and the pavers around the gate house.

The Pavers would cost \$ 39,493.01 (to be paid from the Road Reserves) Supplier is Accurate Pavers.

The Painting of the signage gate house in and out \$ 2550.00 (Gate House Reserves) Supplier is Caesar Rios Painting Gate House Stone Facade \$ 2350.00 (Gate House Reserves) Supplier is NG Custom Home Services

Gate House Roof \$ 7840.00 (Gate House Reserves) Supplier is Point South Roofing

I have talked with Holes Montes and am still waiting on a proposal. I also spoke with Tom Harruff and he said that the Estates may want to wait on the road project till 2020.

Comcast is starting the fiber optic installation on the south side of the boulevard. I am very concerned about the road being kept open during the process and will be very clear that Comcast must have flaggers on the boulevard during the installation.

Treasurer's Report – Martha Meyers

GREATER IMPERIAL BOARD, INC – Treasurer's Summary Report for August 31, 2018 – GIB Mtg. 9/27/18

Income and Expense Statement as of 8/31/18:

Total Operating Income: YTD Operating Income is \$226,943.03—over budget by \$6,653.67 because of gate access and interest income

Total Operating Expenses: YTD Operating Expenses are \$232,034.74—over budget by \$11,725.02. Net Income is \$5,071.35 under budget. While gate access control YTD is over budget, Smart Pass expense and other miscellaneous expenses are under budget.

We are still tracking to our annual budget estimate.

Balance Sheet Items as of 8/31/18:

| | |
|---|---------------------|
| 1. Operations Checking Account: Cash for Operations | \$1,651.79 |
| 2. Cash for Reserves Balance: | \$453,099.98 |
| 3. Other Assets, incl. Accts Rec and Pre-paids: | <u>\$3,366.48</u> |
| 4. Total Current Assets: | \$458,118.25 |
| 5. Owner's Equity | (\$1,842.02) |
| 6. Current Liabilities | \$6,860.29 |
| 7. Replacement Reserve Prior | <u>\$453,099.98</u> |
| 8. Total Equity | \$458,118.25 |

Balance Sheet Discussion We have adequate cash on hand to meet our monthly bills.

- **Motion was made by Charlie Yates to accept the Treasurer's Report. Nate Celauro seconded the motion. Motion passed unanimously.**

2019 BUDGET ADOPTION -

- **Motion made by Charlie Yates and seconded by Trevor Calhoun to adopt the Option "B" budget for 2019 which will allow for the increase of \$1.50 per month from \$14.00 to \$15.50 per month from last year.**

The weighted vote was taken and results are as follows:

Abby on the lake – 112 – Yes; Bermuda Greens – 230 – Yes; Castlewood -33- Yes; Charleston Square – 37 – Yes; Imperial Golf Estates – 634 – Yes; Imperial Golf Club – 300 –Yes; Imperial Gardens – (absent); The Island (absent); Manors of Regal Lake -64 – Yes; Park Place – 64Yes; Park Place West – 60 – Yes; Wedgefield (absent); Westgate – 144 – Yes; Weybridge – 53 – Yes.

Motion passed – 1731 in favor

COMMITTEE REPORTS –

MANAGER'S REPORT – 9-27-2018

ACCESS DIVICE SALES

| MONTH | 2015 | | 2016 | | 2017 | | 2018 | |
|-------------------|-----------------|---------------------|------------|--------------|-------------|--------------|------------|--------------|
| | SMART PASS | TRANS-PONDERS | SMART PASS | TRANS-PONDER | SMART PASSS | TRANS-PONDER | SMART PASS | TRANS-PONDER |
| JANUARY | 83 | 6 | | | 23 | 2 | 37 | 15 |
| FEBRUARY | 40 | 3 | | | 26 | 7 | 28 | 7 |
| MARCH | 38 | 8 | | | 29 | 9 | 40 | 12 |
| APRIL | 34 | 11 | | | 31 | 8 | 25 | 8 |
| MAY | 27 | 5 | 26 | 3 | 28 | 1 | 32 | 8 |
| JUNE | 34 | 4 | 34 | 0 | 24 | 2 | 16 | 5 |
| JULY | 17 | 6 | 23 | 6 | 16 | 4 | 27 | 9 |
| INVENTOY - | 14 wands | 315 stickers | | | | | | |

ACCESS –

- Working with RAMCO on issues with the new guards. (Pizza delivery driver)
- Owners still are not using the GateAccess.Net system which is causing most of the issues with the guards. Please make sure the owners are receiving the system information which will allow for them to enter their guests into the system and not hold them up at the gate.
- The golf club and the tennis club need to make sure they email the lists to the guard house through the email as there is no longer the fax machine.
- Each Community needs to make sure that Beverly Florio is sent the information to allow for gate access stickers and wands to be purchased. You can reach Beverly at BeverlyF@Sandcastlecm.com
- Insurance claim filed for the gate that came down on vehicle.

BEAUTIFICATION REPORT – Kim Strusky – September 27, 2018

- Kim presented the board with samples of the material that will be used on the newly remodeled guard house entrance signs and pavers around the guard house.
- The total project will include four phases which will include two phases of new plantings, but at this time the board is not being asked to approve the phase I or phase II plans. The landscape plans will come later at a future date.
- Kim shared the report that Geoff Fowler of Landscape Architecture submitted, which included the breakdown of proposals received for each phase of the remodeling project. Phase I and II includes landscaping plans. Phase III includes painting the exterior and interior of the guard house, new tiles for the roof, a new copula, and new stone facade for the exterior of the guard house. Phase IV includes installation of pavers which would be in the grey color scheme to coordinate with the new grey tones of the entrance sign and the guard house and would be installed around the guard house area only.
- Kim asked the board to consider the approval of Phase III of the project with includes the following:
 - Point South Roof \$7,840
 - Caesar Rios Painting inside and out - \$2,550
 - Stone - \$2350
 - Total \$12,740
- **Motion made by John Kostello and seconded by Steve Smith to approve the proposal Phase III as presented by Geoffrey Fowler, Architect which includes the painting – stone façade – roof with copula in the amount totaling \$12,740.00. Motion passed 7-4 in favor.**
- The board discussed Phase IV (Pavers) in which Geoffrey Fowler, Landscape Architecture presented as part of the overall remodel project.
- Kim shared the proposal submitted by Accurate Pavers in the amount of \$39,493.01 which was to be installed around the entire guard house.
- The board members discussed this issue in length as to the durability and maintenance costs to installing pavers. Greg and Kim were in agreement that this would add an ecstatically pleasing appearance to the guard house and increase the overall look of the entrance to the community.
- **Motion made by Steve Smith and seconded by John Hill to approve Phase IV as presented by Geoff Fowler of Landscape Architecture to be installed by Accurate Pavers at a cost of \$39,493.01 to be paid out of the road reserves. Motion passed 6-4 in favor with Joe Lawler abstaining.**

- Further discussion was made on the desire to have the project completed as soon as December of 2018.

OLD BUSINESS –

- **Water main project status-**

- There is a caution sign missing from the area around Charleston Square that QE needs to re-install. Mickey Sudut will contact RWA Engineering to inquire as to when this will be done along with the status of the sod and sign around the back flow valves.

- **Road resurfacing –**

- Greg stated that it was most likely that the road resurfacing would be done in 2020.

- **Gate Access /Authorized gate passes –**

- The board discussed the ability for all staff members of the communities as well as the golf club being able to acquire gate passes to allow for easier access through the gate which will allow for the resident's lane lesser waiting time.
- The board had voted in favor of allowing the staff members to obtain passes at the last meeting, however the vote was not taken in accordance with the documents and therefore the board will vote on the issue again.

- **Motion made by Trevor Calhoun and seconded by Steve Smith to allow all Direct Employees of the communities and the golf club to purchase a (sticker) pass limited to one year upon authorization from the specific director. Motion passed unanimously.**

- **FPL lighting (replace with LED lights on boulevard) –**

- There seems to be confusion on the accounts. Sandcastle will work out the issues with FPL and work with the presidents of the GIB and the Imperial Estates to get the lights changed to LED.

NEW BUSINESS –

- The 2019 budget adoption – see item under Treasurer's Report

DISCUSSION ITEMS –

- The board discussed the ability for RAMCO to capture the video and audio from the system.
- Sandcastle will follow up with RAMCO on this matter.

NEXT MEETING DATE -

- October 25, 2018 at 3:00 p.m.

ADJOURNMENT-

There being no other business to discuss, the meeting was properly adjourned at 5:02 p.m.