

GREATER IMPERIAL BOARD

Minutes from Board of Directors Meeting

April 26, 2018

approved



GIB OFFICERS PRESENT: Jacquelyn Milot, Vice President; Joe Lawler, Secretary

GIB OFFICERS ABSENT: Greg Stephens, President; Martha Meyers, Treasurer

BOARD MEMBERS PRESENT:

|                      |                 |
|----------------------|-----------------|
| Abbey on the Lake    | Edwin Howe      |
| Bermuda Greens       | Steve Smith     |
| Castlewood           | Ed. Da Dura     |
| Charleston Square    | Russ Finkle     |
| IG Estates           | Nate Celauro    |
| Golf Club            |                 |
| Imperial Gardens     |                 |
| The Island           | Dick Bailey     |
| Manors of Regal Lake |                 |
| Park Place           | Charles Yates   |
| Park Place West      | John Kostello   |
| Wedgefield           | Jacquelyn Milot |
| Westgate             | Joe Lawler      |
| Weybridge            |                 |

OTHERS PRESENT: Beth McWilliams, CAM representing Sandcastle Community Management; Mark Sunyak of RWA



**CALL TO ORDER AND DETERMINATION OF QUORUM** - A quorum of the Board being established the meeting was called to order at 2:00 p.m. by Vice President, Jacquelyn Milot.

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

**SECRETARY REPORT / DISPOSAL OF PREVIOUS MINUTES -**

Motion made by Dick Bailey to approve the meeting minutes of 3-22-2018. A second was made by Charles Yates. Motion approved unanimously.

**OFFICER REPORTS –**

**President’s Report – Greg Stephens**

Water project is coming to a completion and there was a final walk through on April 20, 2018. It should be noted that the GIB should take down the temporary 25 mile per hour signs and the Board needs to decide what per hour speed limit to post. Either the same or change to all 25 mile per hour.

Mickey, Jackie , Martha and I met with Cory and Joe of Ramco to discuss how to improve service at the gate and how both of us could enhance the process. We will be adding lighting around the gate area for the Ramco employee and posting a sign that all quest and vendors are on camera with voice. We will be putting a stop line there to make sure that the vehicle's driver is in the camera and sound. Ramco will try and make sure their employee is better trained, where it concerns the post orders. We also found that the internet connection is very slow and Jackie has taken on issue to talk with Comcast and may go to other vendors if needed. It is time we get rid of the fax machine and all those supplies.

Tom, Dan, Nate and I met with Johnson Engineering about the boulevard and the 2015 conditions and recommendations. It was decided that we need to update that report and ask them to proceed with review the report and do an onsite visit again, so we can proceed to getting bids for the work to be done in 2019. You should have their fee structure to do the work including the completion of the road. If the 2015 report holds on the cost it would be just under \$400,000.00 to complete. With this in mind there are three pine trees that need to be removed at the corner by Park Place West that the root structure is already in the pavement. I did meet with John and Ellen to discuss that and showed them the trees that are on GIB property. They will need to be removed before we start the pavement project.

Landscaping at the front has a problem with the whole sprinkling system. It seems to be in pieces everywhere and I am having Kim get some quotes from sprinkling companies to look at our system and make recommendations to solve them. If I read financials right the budget for repairs is \$1000.00 for the year and we have already spent \$2400.00.

### **Treasurer's Report – Martha Meyers**

**GREATER IMPERIAL BOARD, INC - Treasurers Summary Report for March 31, 2018 – April GIB Mtg. 4/26/18**

#### **Income and Expense Statement as of 3/31/18:**

**Total Operating Income:** YTD Operating Income is \$87,964.57—over budget by \$5,356.06

due to gate access and interest income.

**Total Operating Expenses:** YTD Operating Expenses are \$89,293.71—over budget by \$6,639.44 based upon Gate Access Control expense timing. Net Income is \$1,283.38 under budget.

#### **Balance Sheet Items as of 3/31/18:**

|   |                     |
|---|---------------------|
| 1. Operations Checking Account: Cash for Operations | \$5,546.83          |
| 2. Cash for Reserves Balance:                       | \$449,408.02        |
| 3. Other Assets, incl. Accts Rec and Pre-paids:     | <u>\$5,978.83</u>   |
| 4. Total Current Assets:                            | \$460,933.58        |
| 5. Owner's Equity                                   | \$1,920.55          |
| 6. Current Liabilities                              | \$9,605.01          |
| 7. Replacement Reserve Prior                        | <u>\$449,408.02</u> |
| 8. Total Equity                                     | \$460,933.58        |

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

- **Motion was made by Charles Yates to accept the Treasurer’s Report. Dick Bailey seconded the motion. Motion passed unanimously**

**COMMITTEE REPORTS –**

**BEAUTIFICATION REPORT –**

1. Top Cut Contract-Monthly Maintenance.
2. Irrigation evaluation Replacement and repair – Walk through with Quality Enterprise, RWA Engineering, Collier County Project Manager, Steven Pope-Top Cut, and new GIB Beautification Chair-Kim Strusky.
3. Problems were discussed with all three representatives regarding the destruction of irrigation system, that irrigated the 41 Island and the Exit side of the area along the Indian Restaurant and up to 41, as well as the irrigation to the Window Boxes, which also includes the back island behind the Gatehouse and along the North side of the road bordering West Gate. We were assured that all repairs will be made, sod will be replaced, and efforts will be made to secure as large as can be obtained, - Cocoa Plum Plants, for replacement.
4. Dave-Irrigation –Top Cut, is working on a valve issue with the zones 21, 22, 23, -West Gate’s Irrigation Board, which controls our irrigation to the Entrance- Gatehouse Window Box, the Back Island-behind the Gate House, and the North side of GIB roadway along West Gate Property. This must be done before the Window Boxes can be replanted.
5. It has been my pleasure to serve as Beautification Chair these 10 plus years. I have met some wonderful people along the way, and wish Kim Strusky much success in her endeavors as the new GIB Beautification Chair.

**MANAGER’S REPORT -**

**MANAGER’S REPORT – 4-26-2018**

**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            |            |              |
| MAY       | 27         | 5             | 26         | 3            | 28          | 1            |            |              |
| JUNE      | 34         | 4             | 34         | 0            | 24          | 2            |            |              |
| JULY      | 17         | 6             | 23         | 6            | 16          | 4            |            |              |
| AUGUST    | 26         | 4             | 29         | 2            | 22          | 3            |            |              |
| SEPTEMBER | 20         | 7             | 28         | 4            | 3           | 1            |            |              |
| OCTOBER   | 27         | 7             | 34         | 8            | 55          | 7            |            |              |
| NOVEMBER  | 49         | 3             | 41         | 6            | 45          | 10           |            |              |
| DECEMBER  | 18         | 13            | 34         | 5            | 54          | 12           |            |              |
| TOTAL     | 416        | 77            |            |              |             |              |            |              |
| PER MONTH | 40.23      | 7             |            |              |             |              |            |              |

**INVENTORY - SMART PASSES – 110 TRANSPONDERS - 18**

**Access Controls:**

The Executive Board met with RAMCO to discuss ways in which to address the problems at the guard house communications with entry to the community.

RAMCO agreed to investigate the placement of the cameras and a sign to advise the entry to the community that there are cameras and audio equipment that is actively monitoring the guard house.

Bids for installing more lighting at the guard house are being acquired by the management company.

### **OLD BUSINESS –**

- **Water main project status-**
  - Mark Sunyak of RWA was at the meeting to present the final punch list for the project.
- **Proposal from Johnson Engineering for the road resurfacing –**
  - Discussion on the re-surfacing of the boulevard.
- **Guard House – camera placement and signage –**
  - The sign was approved to be placed on the guard house - “this property is protected by video surveillance”.
- **Vote on approval to allow vendors to show business photo id’s in lieu of drivers licenses.**
  - Motion made by Charles Yates and seconded by Dick Bailey to allow vendors to show a photo id from their place of business as long as the vendor name is on the id and their vehicle is marked with the vendor name. Motion passed unanimously.

### **NEW BUSINESS –**

- **Charleston Square street light -**
  - Plans were submitted to the board.
  - Motion made by Charles Yates and seconded by Dick Baily to allow Charleston Square to install a street light on the boulevard. Motion passed unanimously.
- **Speed limit on the boulevard –**
  - Motion made by Dick Bailey to reduce the speed limit on the boulevard to 25 mph. Jacquelyn Milot seconded the motion. Motion passed 6-4 in favor.

### **DISCUSSION ITEMS –**

- Dick Bailey made a motion to have double lines on the center of the boulevard. The motion died to a lack of support. The board agreed to have this double line of stripping address in future plans.

**Next Meeting Date -** May 24, 2018 at 3:00 p.m.

**ADJOURNMENT-** There being no other business to discuss, the meeting was properly adjourned at 3:00 p.m.