

GREATER IMPERIAL BOARD

Minutes from Board of Directors Meeting

May 24, 2018

approved

GIB OFFICERS PRESENT: Greg Stephens, President; Jacquelyn Milot, Vice President; Martha Meyers, Treasurer; Joe Lawler, Secretary

GIB OFFICERS ABSENT: none

BOARD MEMBERS PRESENT:

- Abbey on the Lake
Bermuda Greens
Castlewood
Charleston Square
IG Estates
Golf Club
Imperial Gardens
The Island
Manors of Regal Lake
Park Place
Park Place West
Wedgefield
Westgate
Weybridge
Steve Smith
Martha Meyers
Russ Finkle
Nate Celauro
John Hill
Dick Bailey
Charles Yates
John Kostello
Jacquelyn Milot – Dave Skieber
Joe Lawler
Greg Stephens

OTHERS PRESENT: Beth McWilliams, CAM representing Sandcastle Community Management; Tom Harruff and Dan Casaldini

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 Martha Meyers to approve the meeting minutes of 4-26-2018 with the change to the vote on allowing vendors to access the community if they "are in a vendor marked vehicle". A second was made by Jackie Milot. Motion approved unanimously.

OFFICER REPORTS -

President's Report - Greg Stephens

Currently we are still trying to finalize the water line project and the punch list. Since it has started to rain, we may get the last of the sod planted and hopefully be done by the end of this month.

Tom ,Dan, Nate and I met with Hole Montes about the work on the boulevard starting next year. After the Johnson Engineering report, we are looking at another quote for the same work and hopefully at a lesser cost. As of now we do not have their report.

We are restriping the front gate area on July 5th, and that will be done at night and they may need the 6th to finish.

We are getting bids on Christmas lighting and should be able to make a decision soon.

As you are aware the sprinkling system is a three part process today and I would like to continue looking for a long term solution. We did drill a well back in 2013 and found that it contained salt water and we can not use it. There are some options to look at and I will continue to look at them.

Since it is the season to trim hardwood trees, we need to have those communities on the boulevard to make plans to have those done before we get into hurricane season. Please have your communities have them trimmed soon.

I have also ask Kim to look at making the front gate area more appealing when you come into Imperial. That should include the gate house (inside and out ) and all landscaping.

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

**GREATER IMPERIAL BOARD, INC - Treasurers Summary Report for April 30, 2018 – April GIB Mtg. 5/24/18**

#### **Income and Expense Statement as of 4/30/18:**

**Total Operating Income:** YTD Operating Income is \$116,401.17—over budget by \$6256.49 because of gate access and interest income.

**Total Operating Expenses:** YTD Operating Expenses are \$115,770.34—over budget by \$5584,98 based upon Gate Access Control expense timing. Net Income is \$630.83 virtually even with budget.

#### **Balance Sheet Items as of 2/28/18:**

|   |                     |
|---|---------------------|
| 1. Operations Checking Account: Cash for Operations | \$7,113.94          |
| 2. Cash for Reserves Balance:                       | \$452979.62         |
| 3. Other Assets, incl. Accts Rec and Pre-paids:     | <u>\$8,706.28</u>   |
| 4. Total Current Assets:                            | \$468,799.84        |
| 5. Owner's Equity                                   | \$3,880.52          |
| 6. Current Liabilities                              | \$11,939.70         |
| 7. Replacement Reserve Prior                        | <u>\$452,979.62</u> |
| 8. Total Equity                                     | \$468,799.84        |

**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. Ed Howe seconded the motion. Motion passed unanimously**

## COMMITTEE REPORTS –

### BEAUTIFICATION REPORT –

#### 1. Existing Landscape Issues

- a. Existing Coco Plums trimming needs to be completed by Top Cut
- b. 28 damaged Coco Plum bushes need to be replaced
  - i. 4/24/18 Quote from Top Cut for \$3,420
- c. QE replaced Coco Plums and will reassess health in ~30 days
- d. QE to add egg rock around the two landscape areas on north side between sidewalk and 41
- e. Lantana is overgrown in front island and gatehouse front island
- f. Crown of Thorns need to be replacement in front island
- g. Last time mulched 10/16 – Mulch at 1-2 times/year (dark mulch)
- h. Window box flowers replacement 3-4 X per year – April 4 last planting
- i. Annual flowers on the 41 Island need to be replaced 2 X per year

#### 2. 2018 Holiday Decor Proposals

- a. Brimmers (~\$8.5k) and Foliage Design Systems (~\$4.5k) – still refining the ask
- b. Evaluate the electrical system issues that caused outages last year

#### 3. Enhanced Guard house and Landscape Refresh

- a. Requesting approval for landscape and design plan proposal for Guardhouse
- b. Geoffery Fowler – independent landscape and hardscape architect

#### 4. Irrigation

- a. Challenges with the current system: fragmented system and water sources and lack of GIB control in determining type of rotar heads, locations and watering schedule.

- **Motion made by Charles Yates and seconded by Joe Lawler to approve the proposal from Top Cut at a cost of \$3,420.00 Motion passed unanimously.**
- **Motion made by Martha Meyers and seconded by Jackie Milot to accept the proposal from Foliage Designs for the Holiday Décor in the amount of \$5,256.64 plus a \$400 storage fee.**

## MANAGER'S REPORT –

### MANAGER'S REPORT – 5-24-2018

#### 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            |            |              |
| 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 75 transponders 12

**Access Controls:**

- The complaints regarding the guards has diminished over the past month.
- The printer in the guard house was not working and a new one has been provided by RAMCO.
- Greg, Kim and I met at the guard house the other day to discuss the future landscaping around the guard house.
- The irrigation system is a concern, but in reaching out to Tom Harruff on the subject, Tom provided information on a well that was drilled several years ago to be used for irrigation, but had to be abandoned as the salt levels in the water were too high.
- Kim Stursky and I will work on proposals for the Christmas decorations.

**OLD BUSINESS –**

- **Water main project status-**
  - The coco plums that were planted by the contractor will continue to be monitored.
  - Sod replacement will be monitored.
- **Road resurfacing –**
  - Greg Stephens is working with the engineers on the plans for the 2019 project.
- **Guard House – camera placement and signage –**
  - The sign has been installed on the guard house - “this property is protected by video surveillance”.
- **Street Lights –** Charleston Square decided not to install the new street light at this time until the board has had a chance to have a representative from FPL at a future meeting to discuss street light options.
- **Speed signs –** Greg met with the Community Services on placement of the new speed limit signs on the boulevard. They will be ordered and installed.

**NEW BUSINESS –**

- **Century Link –** After discussion on the current service at the guard house by Comcast.
  - **Motion made by Jackie Milot and seconded by Martha Meyers to accept the proposal from Century Link to provide phone service, internet and television service to the guard house. The vote passed unanimously.**
- **Comcast -** A representative from Comcast was at the meeting to discuss the future plans on the installation of the fiber optics along the boulevard to provide service to several communities with in the Imperial Golf Community. The plan is to use the exiting easement along the north side of the boulevard.
  - No current service available at the guard house.
  - Project to begin in September of 2018.

- Project to take six to eight months.
- Details will be available in the near future.
- Flaggers will be used during the installation.

#### **DISCUSSION ITEMS –**

- Charles Yates will continue to man the flag at the guard house.
- The newspapers are being left on the ground at the guard house. The carriers will be advised not to leave them.
- Greg Stephens asked for a proposal from Top Cut to edge along the boulevard. It would be esthetically more pleasing and provide more room for pedestrians walking and riding bikes.
- Discussion on the well that was drilled to provide irrigation water at the entrance. The well was unusable as the salt content was too high to use on the plant material.
- Discussion on the trimming of the hardwoods along the boulevard.

**Next Meeting Date -** June 28, 2018 at 3:00 p.m.

#### **ADJOURNMENT-**

- There being no other business to discuss, the meeting was properly adjourned at 4:30 p.m.