

GREATER IMPERIAL BOARD

Minutes from Board of Directors Meeting

July 26, 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 Edwin Howe
Bermuda Greens Steve Smith
Castlewood Martha Meyers
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
Wedgfield Dave Skieber/ Jacquelyn Milot
Westgate Joe Lawler
Weybridge Greg Stephens

Beautification Chair

OTHERS PRESENT: Mickey Sudut, CAM and Beverly Florio representing Sandcastle Community Management and 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 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 6-28-2018 and a second by Charles Yates. 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. As of this writing we still do not have that final and we still have some issues including Coco Plums and re-sodding the area at Park Place.

- The lighting is complete and all should be up and working. We even replaced those lights on the North side that were removed by the water line project.
- Century Link is up and running now and we have eliminated the fax machine and those cost also. This should provide us with better service and at a reduced cost.
- The stripping was done and the front looks better today than a few months ago, with new mulch.
- I should have some project cost for the front gate landscaping, the gate house, the landscaping around the gate house, painting of the gate house and signage and the cost of pavers. We can review and decide what parts to fund in the future or right away.
- Martha, Mickey and I met to look at next year's budget and have included adding an extra guard 9 hours six days a week from January 1, to April 30. By doing this and expecting a three percent increase from Ramco, we will need to consider an increase in the monthly dues structure.
- I still have no information from Holes Montes on their proposal on the Boulevard resurface. Hopefully they will have something by the September meeting.

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

**GREATER IMPERIAL BOARD, INC – Treasurer's Summary Report for June 30, 2018 – GIB Mtg. 7/26/18**

#### **Income and Expense Statement as of 6/30/18:**

**Total Operating Income:** YTD Operating Income is \$171,592.36—over budget by \$6,375.34 because of gate access and interest income

**Total Operating Expenses:** YTD Operating Expenses are \$169,795.95—over budget by \$4,548.41. Net Income is \$1,826.93 over 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 6/30/18:**

1. Operations Checking Account: Cash for Operations	\$8,955.93
2. Cash for Reserves Balance:	\$457,930.81
3. Other Assets, incl. Accts Rec and Pre-paids:	<u>\$4,401.38</u>
4. Total Current Assets:	\$473,404.12
5. Owner's Equity	\$5,046.10
6. Current Liabilities	\$10,427.21
7. Replacement Reserve Prior	<u>\$457,930.81</u>
8. Total Equity	\$473,404.12

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

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

## COMMITTEE REPORTS –

### BEAUTIFICATION REPORT – Kim Strusky – July 26, 2018

#### 1. Landscape Issues

- Quote from Top Cut to extend Coco Plums on Southside of Blvd to Entry of The Manors to cover up landscape eyesore and swamp area.
  - i. Option 1 – 43 bushes @ \$4,650 (15 gal and 3-3.5' tall)
  - ii. Option 2 – 38 bushes @\$7,000 (25 gal and 5' tall)

#### ➤ **Motion Made by Charlie Yates and seconded by Martha Meyers to approve the Option 1. Motion passed unanimously**

- Power washing of monuments? **Sandcastle requesting bids for this job.**
- QE notified to:
  - i. replace 8-15 Coco Plums
  - ii. replace Floratam sod on Imperial Park Place where Road Work Ahead sign was located
  - iii. replace Weybridge street sign post
  - iv. replace storage yard sod or hydro seed
  - v. Unsure of status on the Charleston erosion issue related to QE?
- Electrical work performed and lights are in working order

#### 2. Enhanced Landscape and Hardscape Design

- a. Landscape Design Plans completed and sent out for bid
  - i. Phase I – Front Island
  - ii. Phase I – Gate House Landscape
  - iii. Phase III – Gatehouse Refresh ie., paint, roof, etc..
  - iv. Phase IV – Pavers
- b. Phases are for bidding purposes and aren't necessarily prioritized in order of completion
- c. Bids were due Wednesday, July 25

### MANAGER'S REPORT – 7-26-2018

#### 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	25	8
MAY	27	5	26	3	28	1	32	8
JUNE	34	4	34	0	24	2	16	5

**Inventory - 30 wands - Stickers 225**

## **Gate Access information –**

- The tenant at Park Place has filed a police report regarding the guard at the gate – “Negi”. Ramco has agreed to make the change by removing this guard from the Imperial gate as soon as they can find a replacement. Charles Yates is involved with this matter.
- The re-stripping at the entrance to just beyond the guard house has been completed. If the board wants to have the stripping redone along the boulevard, they will have to send a new request.
- ABC Lighting has installed the new lighting and all is working well.
- The street signs are on order.
- FPL has been informed that the GIB is approving of the new LED lighting.

## **OLD BUSINESS –**

### **• Water main project status-**

- Mark Sunyak of RWA was present to discuss the final punch list for the water main project.
- Kim Strusky by board permission will provide direction to the contractor for final approval on the 4-way stop sign.
- Mark will get with the members of Park Place to review the area used for storage and finalize the sod replacement issue.
- The contractor will make the necessary arrangements regarding the coco plums behind the guard house.
- The area at Charleston Square entrance will be addressed.

### **• Road resurfacing –**

- Greg Stephens stated that there is no new information at this time. The Holes Monte bid has not yet been submitted.
- Greg stated that it was most likely that the road resurfacing would be done in late 2019 or 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.

➤ **Motion made by Charles Yates to amend the post orders #6 to allow all employees of the thirteen communities and the golf club to purchase stickers for their cars. Motion died due to lack of a second.**

➤ **Motion made by Nate Celauro to allow all Direct Employees of the communities and the golf club to purchase a pass limited to one year upon authorization from the specific director. Steve Smith seconded the motion. Nate Celauro requested a weighted vote.  
Vote: Abby on the Lake 112– No; Bermuda Greens 230 -Yes; Castlewood 33 – Yes; Charleston Square 37 –Yes; Imperial Gardens 48- (no vote); Imperial Golf Club 300 – (no vote); Imperial Golf Estates 634 – Yes; The Island 41 – No; Manors of Regal Lake 64 – (no vote); Park Place 64 – No; Park Place West 60 – Yes; Wedgefield 28 – Yes; West Gate 144 – No; Weybridge 53 – Yes.  
Motion passed with a vote of 361 votes in favor.**

## **NEW BUSINESS –**

- **Road way maintenance agreement –**
  - Greg Stephens spoke on the existing road agreement that all directors of the GIB signed to agree to maintain the roadway that was adjacent to their prospective communities.

## **DISCUSSION ITEMS –**

- Discussion on the upcoming 2019 budget.
- The proposed budget (Option A) will allow for an extra guard at the gate during the peak hours for the months of January, February, March and April.
- The proposed budget (Option B) will be to include the increase for the guards in the operating account and to increase the reserves to allow for increases in the cost of resurfacing the boulevard.
- The budget is to be adopted at the September meeting per the documents.

## **NEXT MEETING DATE -**

- September 27, 2018 at 3:00 p.m.
- There will not be a meeting of the GIB in August of 2018.

## **ADJOURNMENT-**

- There being no other business to discuss, the meeting was properly adjourned at 4:35 p.m.