

Imperial Golf Estates Homeowners Association, Inc.

A Not-For-Profit Corporation

Minutes

BOARD OF DIRECTORS MEETING OF May 21, 2020

6:00 PM

Meeting was held by Zoom

Resurrected Minutes Based on Best of our Recollections

Approved by BOD 9-24-20

Call to Order: Meeting was opened at 6:00 pm by President Charles Litow.

Members Present; Charles Litow, Cale Schwartz, Pat McCabe, Tom Harruff, Debbie Frost, John Mickelson, and Jim Wilson

Others Present: Property Manager Beverly Florio of Sandcastle and IGE Superintendent Mark Thieme. There were a number of residents on the Zoom conference

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PROOF OF NOTICE: Notices were posted on the community bulletin boards, sent by email and a quorum was established.

APPROVAL OF PREVIOUS MEETING MINUTES: A motion was made by Ms. Schwartz and seconded by Mr. Harruff. to approve the minutes of the April 27, 2020 Board Meeting. Motion passed unanimously.

OWNERS COMMENTS: If applicable

OFFICER AND COMMITTEE REPORTS: Treasurer Pat McCabe

IGEHOA Treasurers Report and Financials:

The following is select financial information for the IGEHOA for the month of April 2020:

Balance Sheet

Assets		Liabilities and Equity	
Cash	\$315,476	Current Liab.	\$412,734
Reserves	198,235	Reserves	198,235
Accts. Rec.	37,812	Equity	63,449
Other	138,041	gain/(loss)	15,146
Total	\$689,564		\$689,564

The financial position of the HOA is good and it has adequate cash to meet its needs.

Monthly Income and Expense

Income

Budgeted	\$131,583
Actual	130,746

Difference: \$ (837)

Expense

Budgeted	\$131,583
Actual	112,662

Difference: \$ 18,921

Actual expense was significantly lower than budgeted due to receipt of insurance proceeds

for previous damage to back gate and lower ground maintenance expense.

Treasurer's Comments.

The HOA's financial condition is steadily improving.

This month's balance sheet shows the reserve account with a balance of \$198,235.

I have ordered the PM to open an account at a second institution for reserve money.

Accounts receivable are up slightly, however, from \$20,000 to \$37,000.

April's balance sheet also shows available cash for monthly operating expense at \$313,000.

Meanwhile the monthly cash amount needed for operating expense is \$131,000.

The current reserve schedule is outdated, and I have prepared a draft of a proposed new schedule to submit to the Board for review and comment.

Financially yours,

Pat McCabe

Treasurer

A motion as made by Mr. Harruff and seconded by Ms. Schwartz to approve the April Treasurers report. Motion passed unanimously.

Presidents Report: President Litow

President's Report May 2020

-New high school. Our attorney conducted an analysis of the situation. Since those details are privileged, I simply need a motion and approval that our attorney is authorized by the Board to call Tammy Alonso at SFWMD and to set up a conference call with Mr. Kurtz and Mr. Eastman to discuss the matter further so our position can be known and articulated.

Motion passed unanimously

-Political flags. A member in the HOA is flying a flag supporting a politician. Our rules do not prohibit same. If someone feels this is not proper and wishes to prohibit same, then we need a motion and second to discuss it.

-Bike Lane along road to front gate. I have spoken with several people about the issue both positive and negative. I feel the best thing we can do is conduct a survey using our website to truly understand how our members feel. I would ask for a motion and second so we can properly discuss same.

-Dr. Katherine Boho, a Clinical Psychologist living at 2076 Imperial Circle is offering her services for free to members impacted by Covid-19. While certainly a nice gesture, I don't see how the board can recommend her services.

-Do we have motion to proceed with the foreclosures of two properties?

-1978 Countess. This property has regularly been on the violations list for 2 years now. The lawn is a disaster and its likely the irrigation system no longer functions. Do we continue down the violation path knowing it does not work or turn up the heat and send a letter from our attorney that if you don't take action, we will replace the lawn and irrigation and place a lien on the home? The home is owned by a company and rents it out. I think its time we move forward with latter approach and since the owner derives rent from the home, this would be a perfect scenario to compel a change or we will get our money since income is derived by renting same. Can I have a motion and second to discuss?

The Board approved a motion to send a letter to the owner.

-1923 IGCB. ARB inadvertently approved a fence in the front yard. What if anything is our next step? Questions? front yard fence which was installed last week at 1923 Imperial Golf Course Blvd. Due to concerns I had with the character and placement of the fence I immediately reached out to you to determine the legitimacy of this structure based on our bylaws. As stated in the Architectural Planning Criteria for IGE HOA, this community's beauty is based on a predominantly open land concept. While I waited for a response from you I toured the entire community and determined

there is no other home which has a fenced in front yard. Accordingly, Collier County requires a permit for the installation/replacement of a fence. I did access the Collier County Permit Tracker and have not located a permit for this address for a fence as 5/16/20. I feel this fence is in violation of the following Architectural Planning Criteria by:

5a. it does not substantially contribute to the beauty of the community

5d. the fence is not in character with the natural beauty of the community

5e. no fence should be approved by the ARB without a Collier County permit

5f1. location of this fence does NOT harmonize with the surrounding residences and it DOES adversely affect the character and nature of the community.

Therefore, I am asking the board to review the fence in question at this time. In closing, I believe it would be prudent for the board to consider in the future, any requests made to the ARB for changes or modifications to the exterior of a home include the abutters be notified so as to be able to address any concerns prior to the work taking place. I know I would have appreciated that opportunity. Also, I believe an in person site visit should be made so there is no question as to the scope of work and that all permitting is in place.

-Fence jumping. We as board must either change the configuration of the fence so people don't jump it or pass a rule that will dissuade the behavior. I think if the latter approach is taken, we should pass a rule that places responsibility on the lot owner if it's a resident or a guest. The penalty would be a 15 day notification of any suspension of the use of the Entrada Gate for cause with the opportunity for a hearing before a committee. The owner may lose back gate privileges for 30 days for the first offense, 60 days for second offense, six (6) months for a third offense – permanently for the fourth offense – as well being responsible for any damages.

-Veterans Road expansion. The committee is gathering more information before a determination is made if an attorney is necessary. We need a motion, second and approval to allow the committee to contact county commissioner Solis so we can see if we can garner his support for our concerns.

-2015 IGCB. Arthur Hish would like to do is replace the sidewalk, which looks pretty bad, as it has multiple patches, colors and lots of cracks. He would propose replacing the asphalt in front of the property with the dark grey pavers that currently border the driveway. This way the sidewalk would blend in with the existing dark asphalt and not stand out too much. He thinks this would look so much better than the existing sidewalk. Attached is an agreement that is acceptable to Mr. Hish.

-A similar request was made last year and failed. Mr. Hish and I are good friends. Notwithstanding, I support anyone wanting to improve and beautify our common areas and are willing to pick up the expense and maintenance. I would like a motion to approve and a second so we can discuss. Pictures will follow.

A motion to approve Mr. Hish's proposal to replace the asphalt sidewalk with pavers was made by Mr. Harruff and seconded by Mr. Mickelson. Motion passed unanimously.

GIB and Comcast Report: Secretary Harruff

Comcast Report IGEHOA Board Meeting 5-21-20

Last month I reported on a Comcast listing of about 200 residences that had not been connected to Fiber to the Home (FTTH). The free installation period for the free FTTH conversion is due to expire on August 1st. On May 7th Comcast provided an updated listing of 113 residences that had not been connected to FTTH. Based on the current Covid 19 Safer at Home restrictions the Board has asked Comcast to extend the free FTTH connection time frame by 6 months. We are awaiting their response.

It is my understanding that Comcast is only providing emergency services in the home at this time.

Comcast has stated that they will also contact our residents who have not converted to FTTH at the end of the free installation period before they disconnect them from the legacy system,

Greater Imperial Board Presidents Report

Next GIB Meeting scheduled on 5-28-20:

GIB PRESIDENTS REPORT:

We are having a meeting on May 28th at the Island/Weybridge Club House. It is big enough that we should be able to spread out and cover the items from March, April and May.

We will be going off good read on June first and my hope is that we all have done a good job in getting our residents to fill out those forms and that their information is in the system. Then we will start to handle the guest lane in July in hopes that our residents can provide better service as it relates to our quest coming into Imperial.

As I told you in my last report, we were able to get liability insurance at a cost of \$ 10,700.36, but with a \$ 5000.00 deductible. Most of the claims are small and we should be able to handle them on a need basis. There is plenty of signage at the gate house that the issue of bars hitting cars should not happen.

I have a quote from A. J. Lofendo CPA to do a compilation. A compilation is limited to presenting in the form of financial statements information that is a representation of management. It is not an audit, but a review of financial statements. The cost is not to exceed \$1000.00

The Imperial Golf Estates President sent me an email and we had a phone conversation about the second amendment that was approved May 23,2013 that was revised and restated the bylaws. The short version is that the Board votes on all items as a single per Director. The exception is any capital improvement over \$ 50,000.00, or amending the GIB agreement, would be by a weighted vote. A 2/3 majority weighted vote is required to elect an officer when a weighted vote has been requested by a Director before the officer position vote is called. The President of the Imperial Golf Estates and his Board have asked that we change back to a weighted vote on all items, since they pay 34% of the GIB dues and feel they deserve to have more influence. This needs to be discussed since I was not on that Board and Leonard Joyce was President of the GIB at the time and a resident of the Estates.

The Bike Path: I hope you have had a chance to discuss with your Board and Residents about the proposal. I will assume the answer is no in some cases. I would propose that we consider a vote on the project at the June meeting, based on \$ 135.00 per door spread over three years at cost per month \$ 3.75 per door for 36 months. Something to consider.

Greg Stephens, President

IGEHOA Director's comments: I made a motion to return to weighted voting but did not get a second from any other GIB Director therefore the motion died for lack of a second.

Tom Harruff, IGEHOA GIB Director.

Superintendents Report: Superintendent Mark Thieme

Entrada Gate House:

Youths continue to hop the gate

Curbing has been cleaned

Shop:

Repair and maintenance on equipment and the shop.

Signs: Board approved the replacement of Speed Limit signs only at this time.

Seasonal Flowers:

For discussion. Presented proposal for \$3,670 for seasonal flowers by Jose Pineda Landscaping.

A motion was made to approve proposal by Tom Harruff seconded by Gale Schwartz. Motion passed unanimously

Discussed driveway repairs 2216 IGCB. Mark to get proposal from Metro Concrete for repairs.

ARB REPORT: VP SCHWARTZ

May requests

2242 igcb roof change and garage - Pending

1946 igcb paint

2003 igcb flag pole

1951 igcb new windows

2034 castle trellis

2203 regal sale

1923 igcb fence

2235 igcb sale

2028 t garden sale

2004 igcb new gutters

2024 castle garden lease

2121 igcb circle fencing

2012 prince pool

2022 duke inside Reno

2037 prince landscaping and roof

1914 princess ct landscaping

1908 princess roof

2063 circle lease

2012 prince driveway

2037 prince new landscaping

1824 princess pool enclosure

1902 princess lease

2076 imperial circle generator and tank

1976 igcb pavers

2137 igcb sale

2099 igcb sale

2260 igcb transfer sale

2076 circle generator

1936 empress windows

2012 prince new garage

2137 circle dumpster

2102 igcb roof

2210 regal landscaping

2218 regal landscaping

1967 igcb storm shutters

2243 igcb boxes in driveway for 1 week

Violations Report: President Litow

Violation report May 2020

The committee found the following and letters are being directed. Note, the previous round of letters did not result in much action, so another set of letters in accordance with policy are being sent.

5.6.20 1947 Princess Court Dead Lawn

5.7.20 2101 IGCB Roof

5.7.20 2006 IGCB Roof

5.7.20 1822 IGCB Sign

5.18.20 1820 IGCB moldy roof

5.18.20 1822 IGCB moldy roof

5.18.20 1810 IGCB moldy roof

5.18.20 2239 IGCB repaint driveway

5.18.20 2048 Prince moldy roof

5.18.20 2042 Imperial Cir moldy roof

5.18.20 1902 Princess Court Lawn and driveway

Property Managers Report: None Presented

Beautification Report: Director Frost

MAY 13, 2020

- 1) Entrance sign- ideas presented
 - a. repaint to more current color trends.
 - b. Landscape to hide pillar design, or add vine to pillar
- 2) 4 Way appearance
 - a. Landscaping — remove old queen palms replace with canopy trees
 - b. Lift station fencing — add vine to current fencing to hide
 - c. Add medium size 4-6' plantings on east side of fencing between sidewalk & street
- 3) Adding canopy trees for shade & aesthetics
 - a. JP report on trees

Was quoted \$245 for 8-10 foot trees planted. However The company which quoted \$245 per 8-10 foot trees withdrew the quote due to change in ownership. New owner is focused on maintaining current base of business and is not in a position to do additional jobs.

- b. Ideas on getting donations from residents
 - c. Write letter for tree locations between sidewalk & street —Tree line streets add value
- 4) Park appearance
 - a. What parks need additional landscaping
 - i. Add a canopy tree- street side to most of the parks
 - b. Annual ideas for flowers
 - i. JP submitted the following suggestions for Florida flowers
 1. Pentas — last more than a season
 2. Evolvulus as ground cover
 3. Coreopsis bright and cheery
 4. Gerbera bright flowers
 5. Bolivian Sunset Gloxinia winter flower
 6. Blue Salvia spring, summer & fall flower
 7. Heuchera good shade area plant
 8. Purslane full sun flower
 9. Lavender also full sun flower
 10. Mexican Heather ground cover
 - c. Benches & signs — need to be routinely maintained
 - 5) General appearance overall
 - a. Street signs — need to be routinely maintained
 - b. Mailboxes — Majority of the committee felt, boxes should all be the same one & installed by association (not this year because of virus) but also maintained by the association. Will research cost effective ones and maintenance contracts.
 - c. Sidewalks — Phase 5 pressure cleaned & phase 1-4 would be nice in the future to change to concrete from the asphalt. Need shade by canopy trees
 - d. Street gutters — need to be routinely maintained

e. Rust/Iron staining — needs to be eliminated

f. Enforcement of HOA rules — needs to be the same on all owners. Spotty now-Management company should be the ones siting to keep bias out of the equation.

g. A routine maintenance schedule was being created as a suggest to Mark's supervisor.

OLD BUSINESS:

Survey of Zimmerman Property. President Litow to call them.

Survey of Phase 1 West Drainage Easement – Not approved.

Perimeter Fencing - Three bids presented.

A motion was made by Secretary Harruff and seconded by Director Schwartz to approve the Russ Carter Fence bid. Motion approved unanimously.

Drain Lids Mark presented a proposal from Metro Concrete to supply drain lids.

A motion was made by Director Mickelson and seconded by Director Frost to approve the purchase. Motion passed unanimously.

Lake Aeration- After discussion, it was proposed to aerate Zacks Lake as a test of the process before considering for the other lakes. **A motion was approved for installation of the system and also Not to Exceed \$5,000 for the electric to hook up the electric for the aeration system in Zack's Lake.**

New High School – Covered in President Report

Extension of Veterans Memorial- Covered in Presidents Report

Jump Fence Rule- Secretary Harruff presented a Jump Fence Rule for the Entrada Gate Area. Revisions were recommended.

A Motion was made by Secretary Harruff and seconded by Director Mickelson to approve the revised rule. The motion passed unanimously.

Foreclosures- Two properties with long term delinquencies were proposed for foreclosure.

A motion was made to give Director Frost two weeks to contact these homeowners before moving forward with foreclosure action. Motion passed unanimously.

A motion was made to approve the Cypress Access Systems proposal to update hardware and software at the Entrada Gate. The motion passed unanimously.

NEW BUSINESS:

FUTURE MEETING DATES:

MOTION TO ADJOURN:

With no further business to discuss, the meeting was adjourned by proper motion and unanimous approval at 8:30 PM

Respectfully submitted by:

**Board of Directors
Imperial Golf Estates HOA**