



## **Meeting Minutes**

**DATE: September 8th, 2022**

**TIME: 10:00am**

**LOCATION: Imperial Golf Club**

Board Members Present:

Tom Harruff (Virtual)  
James Wilson  
Gale Schwartz  
Chuck Peacock  
John Mickelson  
Pamela Falcigno  
Ted Anderson

Others Present: Kailin Francis and James Tanigawa, Vesta Property Services, Mark Thieme, Superintendent and 5 homeowners via present in person or by virtual.

**1. Establish a Quorum/Call to Order:**

A quorum was established, and the meeting was called to order by Gale Schwartz at 10:00am

**2. Proof of Notice:**

Community Association Manager gave proof that the meeting notice was posted and mailed in accordance with Florida State Statutes and Association By-Laws.

**3. Reading or Disposal of unapproved Meeting Minutes**

***Motion:*** Ted Anderson made a motion to approve the July 14th, 2022, Meeting Minutes. John Mickelson seconded. ***All in favor, Motion approved.***

**4. President's Report: Gale Schwartz**

Gale Schwartz reported a sign has been established for the Entrada gate when service request has been reported and is working very well for management and residents. Cypress Access has a monthly service agreement on the Entrada gate, but the gate continues to have severe issues resulting in four cars with damage from the gate bar. Action Automatic was called and have completed a few repairs which should resolve the issues.

**IMPERIAL GOLF ESTATES HOMEOWNERS' ASSOCIATION, INC.**

Vesta Property Services

27180 Bay Landing Drive, Suite 4

Bonita Springs, FL 34135

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**Motion:** John Mickelson motioned to cancel the current monthly service contract with Cypress Access. Ted Anderson seconded. All in favor. **Motion carried.** Bears have been reported in the community. Florida Wildlife can be contacted if you see one on your property but please note the state will only remove a bear if its injured or showing aggressive signs. A homeowner's wife has passed away and a request to install a fountain in her honor with funds coming from a fundraiser (not a board expense at this time) was addressed. The Board is in favor of a fountain being installed on common area in her honor. The website has been updated with all documents. Budget planning is to begin this month. Insurance and landscaping are set to increase for next year.

**Maintenance:** Gale, Mark and other board members continue to meet each week to discuss ongoing maintenance projects. Aerator has been moved and is operational. A homeowner has requested to add fish to Zach's Lake which is currently under review by the association's lake contractor.

**Beautification:** Clusia Hedge has been installed down Entrada Avenue. Mark continues to water the hedge to ensure a healthy growth. Perennials were planted to replace the annual flowers in several areas.

#### 5. GIB Report: Gale Schwartz

The front gate has experienced some issues with passes being inoperable. They have staff onsite two days a week to assist with any issues. Please check their website for dates/times of staff onsite for assistance. The price for the front gate pass has increased to \$50 for a sticker and \$100 for a transponder. The GIB budget is being drafted and will be proposed this month.

#### 6. Treasurers Report: Chuck Peacock

Chuck reported the budget is seeing increases with fuel charges by vendors. Insurance has increased 61%. Financials through July are almost even with expenses and income. The 2021 audit was completed with slight adjustments required. The current reserve accounts are estimated at \$739,000. **Motion:** Jim Wilson motioned to accept the treasurers reported as presented. John Mickelson seconded. All in favor. **Motion carried**

#### 8. Managers Report

Violation inspections will be completed next week. Roofs will be the primary focus as there are various methods to clean your roof including algacides that work great in the rainy season to take away dirt and mold without harm to the roof tiles. Homeowner assessments were due July 1. Late notices have

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been sent out with interest and late fees. Please contact Vesta if you need assistance in making your payment.

## 9. Committee Report(s)

ARB: 9 ARB applications were submitted this month for review for roofs and shutters. 1 application is pending due to incomplete application. The ARC guidelines have been reviewed and modified by all board members to have a clear guideline for home improvements. **Motion**: Chuck Peacock made a motion to accept the revised guidelines. John Mickelson seconded. All in favor. **Motion carried.**

Storm Water Management: Tom Harruff reported Johnson Engineering who was hired by Collier County is completing the study which should then be available in a few weeks. This study will assist with negotiation agreements with the county to their taking over the maintenance of Phase 1 and 2 drainage swales.

Entrada Gate: Jim Wilson reported Cypress Access was the Entrada Gate vendor with a monthly contract previously approved by the Board of Directors but as we continued to have gate issues, we have hired Action Automatic for the recent repairs required. Action Automatic was the original gate installer and is very knowledgeable on our system with the interworking's of the entry system. Action has installed a larger loop to allow the gates to remain open while a car is going through the gate. Gale thanked Jim and John for all their time and attention to this gate and ongoing situations.

Veterans Roadway: We are currently working on the county commission to approve the wall. The engineers have approved the wall, but it is now for the county commissioner to approve.

School Update: We are currently working on a landscaping report to be completed by the school board. Once the school has the final landscape plan, they will share this information with us.

## 10. Old Business

Entrada Gate: This was discussed in presidents report as well as in the committee reports. Please see above reports.

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Speeding: Speeding still is a concern, Additional speed bumps are not an option due to emergency vehicles needing to travel the roads at ease. Possible small rubber speed bumps before the stop signs could be considered in the future.

#### 11. **New Business**

School Wall Discussion: Homeowners that abut the school have presented to the Board of Directors that they would like a wall instead of the proposed fence by the school. Gale discussed cost and the desire to go to the community for a vote as the cost of a wall exceeds the Boards approved expenditures. Tom noted the easement and property for the potential wall is owned by Collier County so there could be legal ownership concerns. Discussion was held on the potential landscaping and berm design by the county which has not been finalized. **Motion**: John Mickelson motioned to approve further research into a wall, easement agreement for placement of wall and the maintenance cost of such. Ted Anderson seconded. All in favor. **Motion carried**.

2023 Election process: There are four (4) open seats available. The first notice will be sent in November. Meeting is scheduled for January 23, 2023.

#### 12. **Homeowner Issues**

Homeowners are dropping lawn clippings into the sewer system. Please refrain from doing this as this is then filtered into the community lakes.

Homeowners are throwing lawn debris into the drainage ditches. Homeowners should be placing these items curbside for pickup, or the landscaper should be removing this at the time of service.

#### 13. **Next Meeting**

October 13, 2022, at 10:00am.

#### 14. **Adjournment**

**Motion**: A motion was made by Jim Wilson to adjourn the meeting at 11:07am. Seconded by Pam Falcigno. **All in favor, motion carried**.

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