

Imperial Golf Estates Homeowners Association, Inc.

c/o Sandcastle Community Management
9150 Galleria Court, Suite 201
Naples, FL 34109
Phone: 239-596-7200

Minutes

Board of Directors Meeting

March 22, 2018

8:30AM

Weybridge Clubhouse, Imperial Golf Estates

- 1. Call to Order:** The meeting was called to order at 8:30AM by Vice-President, Scott Toth. The following board members were present: Martha Mugford, Nathan Celauro, Patrick Keating and Charlie Litow. Mark Thieme, IGE Superintendent, Beverly Florio and Beth McWilliams, CAM representing Sandcastle Community Management attended. There were five owners in attendance.
- 2. Proof of Notice/Quorum:** Superintendent Thieme posted Notices on the community Bulletin Boards. Quorum was established.
- 3. Approval BOD Minutes: February 22, 2018:**
 - A motion was made by Ms. Mugford and seconded by Mr. Keating to approve the February 22, 2018 board meeting minutes as presented. The motion was unanimously approved.
- 4. IGE HOA Treasurer's Report - February 2018 Financials:** Treasurer, Pat McCabe

The following is select financial information for the IGEHOA for the month of February 2018:

Balance Sheet

| Assets | | Liabilities and Equity | |
|------------|-----------|------------------------|-----------|
| Cash | \$253,655 | Current Liab. | \$227,310 |
| Reserves | 484,474 | Reserves | 477,424 |
| Acct. Rec. | 5,895 | Equity | 60,875 |
| Other | 21,585 | | |
| Total: | \$765,609 | | \$765,609 |

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

Monthly Income and Expense

| Income | |
|----------|-----------|
| Budgeted | \$110,609 |
| Actual | 116,073 |

Difference: \$5464

Actual income was slightly greater than budgeted due to legal fees charged to delinquent owners.

Expense
Budgeted \$110,604
Actual 90,620

Difference: \$19,984

Actual expenses were lower than budgeted due to collection of Comcast fees.
See comments below for more detail.

Treasurer's Comments:

Additional income from legal fees is an accounting entry only for now.

Actual receipt of payments is still not for sure.

Currently there are only \$7068 of uncollected fees and collection costs charged to delinquent owners.

This is a very low amount compared to the total income of the HOA.

This is also an indication the HOA is financially healthy.

The HOA continues to collect additional Comcast fees in anticipation of Comcast beginning work soon.

These additional fees, until needed, are equity for HOA members.

A slight portion of these fees were used to offset higher than budgeted expenses this month:

Building and grounds was over by \$4500 and hurricane recovery was \$4100.

- A motion was made by Mr. Litow and seconded by Mr. Celauro to accept the Treasurer's Report as presented. The motion was unanimously approved.

5. **IGEHOA President's Report:** Report not presented.

6. **GIB Report:** Report not presented.

7. **Superintendent's Report:** Superintendent, Mark Thieme

Drainage:

The 6 drain pipe project is underway. The job changed from an easy repair to a replacement project. (the pipes were like Swiss cheese made with tissue paper)

The phase 5 drain cleaning has been finished.

Phase 5 weir project, a construction company will have been chosen by printing time and soon underway.

Hurricane Irma:

Sod replacement is almost finished.

Approximately 40 pine trees killed off by Irma have been removed.

New Plantings:

The wing wall plants damaged by Irma have been replaced.

We need to choose and order new summer annuals.

Gate House:

A new (replacement) camera was installed at the Entrada gate house.

Cul-De'Sac Pavers:

The paver project is half way completed as of now.

Shop:

Cleanup and repairs are ongoing at the shop after 40 years of use.

Residents, please remind your guests and vendors to use the 41 entrance.

8. **Entrada Report:** The Entrada Traffic Control Agreement with Collier County Sheriff's Office has been drafted and is scheduled to be signed in April 2018.
9. **Beautification Committee Report:** Director, Charlie Litow The Empress herb garden has been postponed.
10. **Architectural Review Board Report:** Director, Scott Toth

NAME

The following requests were approved by the Architectural Review Board (ARB) for the period February 22, 2018 to March 20, 2018:

| <u>NAME</u> | <u>ADDRESS</u> | <u>DATE REQUESTED</u> | <u>DESCRIPTION</u> | <u>STATUS</u> |
|-------------|-------------------|-----------------------|----------------------------------|---------------|
| WALCOTT | 1900 IGCB | 02/14/18 | REPLACE POOL CAGE | APPROVED |
| BECK | 2046 PRINCE DR | 02/14/18 | FENCE | APPROVED |
| KING | 1807 IGCB | 02/15/18 | GENERATOR AND TANK | APPROVED |
| BROWN | 1941 IGCB | 02/15/18 | REPLACE POOL CAGE | APPROVED |
| FARESE | 2208 REGAL WAY | 02/16/18 | REPLACE ROOF | APPROVED |
| SULLIVAN | 2003 IDE | 02/16/18 | REPAINT HOUSE | APPROVED |
| TRAPANI | 1813 PPRINCESS CT | 02/17/18 | REPLACE ROOF (CAHNGE FROM FIRST) | APPROVED |
| FAUR | 1931 COUNTESS CT | 02/24/18 | REPAINT HOUSE | APPROVED |
| SZATKOWSKI | 2211 IGCB | 02/26/18 | REMOVE ARCH, REPAINT, DUMPSTER | APPROVED |
| GREENBAUM | 1824 PRINCESS CT | 02/27/18 | DUMPSTER | APPROVED |
| BEEBE | 1924 IGCB | 02/27/18 | REPLACE ROOF AND DUMPSTER | APPROVED |
| COX | 2034 PRINCE DR | 02/27/18 | REPLACE WINDOWS AND SHUTTERS | APPROVED |
| SHIELDS | 2044 IC | 03/02/18 | REPAINT HOUSE | APPROVED |
| MCCANN | 1901 PRINCESS CT | 03/04/18 | REPAINT HOUSE | APPROVED |
| ABRAMS | 1940 IGCB | 03/04/18 | HURRICANE SHUTTERS | APPROVED |
| INGLERIGHT | 2213 Regal Way | 03/05/18 | DUMPSTER | APPROVED |
| VINCENT | 1902 PRINCE DR | 03/06/18 | RIP RAP | APPROVED |
| CIABATTARI | 2206 IGCB | 03/06/18 | REPLACE POOL CAGE | APPROVED |
| MOORE | 2123 IC | 03/08/18 | REPLACE ROOF | APPROVED |
| DOYLE | 2202 IGCB | 03/12/18 | PAVER DRIVEWAY | APPROVED |
| DRUGAS | 2227 REGAL WAY | 03/14/18 | REPLACE ROOF | APPROVED |
| BASES | 2036 IC | 03/14/18 | GENERATOR | APPROVED |
| HAYDEN | 2069 IC | 03/14/18 | REPLACE ROOF | APPROVED |
| RECTOR | 2084 IC | 03/15/18 | REPLACE ROOF | APPROVED |

| | | | | |
|----------|-----------|----------|---------------|----------|
| KOHLER | 2127 IC | 03/16/18 | POOL AND CAGE | APPROVED |
| HOFFMAN | 1982 IGCB | 03/17/18 | REPLACE ROOF | APPROVED |
| NESSLING | 1989 IGCB | 03/19/18 | DUMPSTER | APPROVED |
| MOORE | 2231 IGCB | 03/19/18 | REPLACE ROOF | APPROVED |

- A motion was made by Mr. Celauro and seconded by Mr. Litow to accept the ARB Report as presented. The motion was unanimously approved.

11. **Infrastructure, Roads (Storm Water Management and Drainage):** Infrastructure Committee

Here is a preliminary list of infrastructure projects the HOA has ongoing or upcoming:

1. Phase 5 drainage
2. Phase 2 drainage
3. Abrahamson drainage
4. North / South canal
5. Comcast Fiber to home upgrade
6. 2018 Cul de Sac (12) removal of plantings
7. Drainage repairs
8. Road Resurface Planning
9. Irma repairs and replacements

Here is a preliminary list of duties/ roles for the Committee:

1. To meet and identify projects and assign responsibility for each project within the committee.
2. To obtain approval from the Board for project funding.
3. To identify and notify the Board of projects that are complete, details of projects in process and problems or issues.
4. To get competitive bids on projects proposed by the Board or the Committee.
5. Manage infrastructure projects through completion

12. **Newsletter Wingwall:** Several volunteers attended the meeting willing to assist with writing the newsletter. The web site provider, Greg Hierro attended the meeting and will assist in compiling the newsletter.

13. **Perimeter Awareness:** Director Keating Mr. Keating will continue to attend North Naples Task Force meetings.

14. **Traffic Awareness Report:** Director, Patrick Keating Community participation by all who access Entrada was discussed and the Sheriff's department will be requesting enforcement approval from each community.

15. **Violations:** Director, Martha Mugford

Screens, cages, roofs, tree removal/trimming and landscaping are still being addressed by residents. A motion was made by Mr. Celauro and seconded by Mr. Toth to fine 2215 Imperial Golf Course Boulevard for allowing a dumpster to remain on the property since August 2017 (beyond the time allowed per the ARB application). The motion was unanimously approved.

16. **Community Manager's Report:**

An Entrada Gate Violation Report as well as a Community Violation Report were presented.

17. **Unfinished Business:**

Phase V Drainage is ongoing.

The Comcast agreement has been signed by IGE and forwarded to Comcast for their Corporate review and signature. Comcast installation is to begin the first part of April 2018. Deployment tips and a flyer will be mailed to all owners. 1-800-XFINITY (1-800-934-6489) is the number to call on or after April 2, 2018.

18. **New Business:**

- A motion was made by Mr. Celauro and seconded by Mr. Toth to approve lake erosion mitigation for 1902 Prince Drive at Bismarck Lake to be paid for by the property owner. The motion was unanimously approved.

Discussion included variance requests must be submitted to the board in writing.

Web site www.igenaples.info services were discussed. Volunteers have agreed to edit the newsletter and present a draft to the board for final approval.

19. **Next Meeting Scheduled:**

The next Board of Directors meeting is scheduled for March 22, 2018 at 8:30AM at the Weybridge Clubhouse.

20. **Adjournment:**

There being no further business to discuss a motion to adjourn the meeting was made by Mr. Litow and seconded by Mr. Keating. Unanimously carried to adjourn at 10:43 AM.

Board of Directors

Imperial Golf Estates Homeowners Association, Inc.