

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

April 26, 2018

8:30AM

Weybridge Clubhouse, Imperial Golf Estates

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- 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 and Beth McWilliams, CAM representing Sandcastle Community Management attended. There were five owners in attendance.
 - Proof of Notice/Quorum:** Superintendent Thieme posted Notices on the community Bulletin Boards. Quorum was established.
 - Approval BOD Minutes: March 22, 2018:**
 - A motion was made by Mr. Celauro and seconded by Mr. Litow to approve the March 22, 2018 board meeting minutes as presented. The motion was unanimously approved.
 - IGE HOA Treasurer's Report - March 2018 Financials:** Treasurer, Pat McCabe

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

Balance Sheet

Assets		Liabilities and Equity	
Cash	\$231,623	Current Liab.	\$194,049
Reserves	441,443	Reserves	424,276
Accts. Rec.	4,345	Equity	67,807
Other	8,721		
Total	\$686,132		\$686,132

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 112,854

Difference: \$2,249

Actual income exceeded budgeted income largely due to higher newsletter income.

Expense:

Budgeted \$110,665

Actual 92,702

Difference: \$17,963

Actual expense was lower than budgeted due to lower Comcast fees and landscape expense.

Treasurer's Comments:

Comcast has begun to change over member homes to the new programming/equipment.

Several drainage projects are being undertaken to improve rainwater runoff.

The remaining cul-de sac road work has been started.

• A motion was made by Mr. Litow and seconded by Mr. Keating 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.

Treasurers Summary Report for March 31, 2018 – April GIB Mtg. 4/26/18

Income and Expense Statement as of 3/31/18:

Total Operating Income: YTD Operating Income is \$87,964.57—over budget by \$5,356.06 due to gate access and interest income.

Total Operating Expenses: YTD Operating Expenses are \$89,293.71—over budget by \$6,639.44 based upon Gate Access Control expense timing. Net Income is \$1,283.38 under budget.

Balance Sheet Items as of 2/28/18:

1. Operations Checking Account: Cash for Operations	\$5,546.83
2. Cash for Reserves Balance:	\$449,408.02
3. Other Assets, incl. Accts Rec and Pre-paids:	<u>\$5,978.83</u>
4. Total Current Assets:	\$460,933.58

5. Owner's Equity	\$1,920.55
6. Current Liabilities	\$9,605.01
7. Replacement Reserve Prior	<u>\$449,408.02</u>
8. Total Equity	\$460,933.58

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

Martha Meyers, GIB Treasurer
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lylehaven@aol.com

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

Drainage;

The phase 5 weir project is complete. A big sigh of relief to all in phase 5.

The structure has been redesigned, changing from a 9" restrictor of a 63.6 square inch designed to throttle down the flow to an 18.5"

268.7" square inch!

Bertha is sad, but still here. Countess has had its final pipe replaced. Empress has 4 pipes replaced, 2 cleaned with 1 grouting to complete. The surrounding residents have been very understanding during the construction mess, thank you. We still have some sod and irrigation issues to complete. With the last constriction being on the golf course. The club's project we're told will start June 1st.

New Plantings;

The 4way intersection is coming back together after the county water main project. We need to choose and order new summer annuals.

Cul-De'Sac Pavers;

The paver project is complete.

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 2018.

9. **Beautification Committee Report:** Director, Charlie Litow The Empress area is scheduled to be cleaned up. Annuals will be planted.

10. **Architectural Review Board Report:** Director, Scott Toth

The following requests were approved by the Architectural Review Board (ARB) for the period March 21, 2018 to April 24, 2018

<u>NAME</u>	<u>ADDRESS</u>	<u>DATE REQUESTED</u>	<u>DESCRIPTION</u>	<u>STATUS</u>
SANS	2150 IC	01/25/18	FENCE	APPROVED
HARVEY & COX	2034 PRINCE DR	03/23/18	NEW GARAGE DOOR	APPROVED
DOYLE	2202 IGCB	03/23/18	NEW ROOF	APPROVED
VIK	2209 REGAL WAY	03/23/18	NEW FRONT DOOR	APPROVED
PORTER	2211 REGAL WAY	03/23/18	NEW ROOF	APPROVED
LATTANZIO	2023 IC	03/25/18	6 FOOT FENCE	APPROVED
KOHLER	2127 IC	03/27/18	NEW POOL	APPROVED
JOYCE	1994 IGCB	03/28/18	REPLACE ROOF AND GUTTERS	APPROVED
NICHOLS	2021 DUKE DR	03/29/18	REMOVE PINE TREES	APPROVED
OAKUM	2018 PRINCE DR	03/30/18	REMODEL EXTERIOR, NEW WINDOWS	APPROVED
GREENBAUM	1824 PRINCESS CT	04/10/18	PROPANE TANK	APPROVED
WALCOTT	1900 IGCB	04/10/18	REPAINT HOUSE	APPROVED
BURBACK	1926 IGCB	04/11/18	REPLACE ROOF	APPROVED
CARMAN	2208 IGCB	04/11/18	REPLACE GARAGE DOOR	APPROVED
HOGEN	2022 TEAGARDEN LN	04/11/18	REPLACE ROOF	APPROVED
TJAN	1816 IGCB	04/15/18	REPLACE WINDOWS	APPROVED
KARAKAS	1916 PRINCESS CT	04/16/18	GENERATOR, LP TANK	APPROVED
WILSON	2019 DUKE DR	04/16/18	REPAINT HOUSE	APPROVED
PELUCETTE	2028 TEAGARDEN LN	04/19/18	REPLACE ROOF	APPROVED
SWAN/GILBERT	2017 IGCB	04/23/18	REPLACE WINDOWS	APPROVED
ECKSTROM	1966 IGCB	04/10/18	PERGOLA	APPROVED
GREER/SIMS	2036 PRINCE DR	03/26/18	EXTEND LANAI - VARIANCE	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:** Mary Dargene agreed to produce the newsletter upon Mr. Toth's approval.
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. County traffic control jurisdiction agreements need to be signed.
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. Litow and seconded by Mr. Celauro to authorize the association's attorney to send letters to the following properties for various compliance issues to try another avenue of enforcement:

- 1935 Princess Court – Landscape Issues
- 1937 Princess Court – Landscape Issues
- 2213 Imperial Golf Course Boulevard – Dumpster Violation
- 2048 Prince Drive – Exterior of House/Landscape Issues
- 1943 Imperial Golf Course Blvd. – Exterior Property Maintenance Issues

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 began April 2018. Deployment tips and a flyer was mailed to all owners. 1-800-XFINITY (1-800-934-6489) is the number to call on or after April 2, 2018. The Comcast compensation to IGE is covered in the Compensation Agreement included in the Comcast Final Services Agreement and the association's compensation to CSI is covered in the AA agreement. CSI is to receive 25% (\$31,400) within 10 days of receipt from Comcast for the door fees totaling \$125,600.

18. **New Business:**

- A motion was made by Mr. Celauro and seconded by Mr. Toth to approve testing stain removal products to remove curb stains not to exceed \$500.00. The motion was unanimously approved.

Discussion included a project that has been proposed by the CCSO to coordinate the street lighting using LED light heads. FPL would be contacted.

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 May 24, 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 10:30 AM.

Board of Directors

Imperial Golf Estates Homeowners Association, Inc.