

# 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

June 28, 2019

1:00PM

Sandcastle Community Management

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- 1. Call to Order:** The meeting was called to order at 1:00 PM by Charlie Litow. The following board members were present: Nate Celauro, Gale Schwartz, Martha Mugford (Via Phone), David Krause, Pat McCabe , John Mickelson also present James Kelly, CAM Branch President, Derek Cox CAM and Mark Thieme IGE Superintendent.
- 2. Proof of Notice/Quorum:** Notices on the community Bulletin Boards. Quorum was established.
- 3. Approval BOD Minutes: May 23, 2019:**
  - A motion was made by Ms. Schwartz and seconded by Mr. Celauro to approve the May 23, 2019 board meeting minutes as presented. The motion was unanimously approved.
- 4. IGE HOA Treasurer's Report - Financials:**

The following is select information of the IGEHOA for the month of May, 2019:

<u>Assets</u>		<u>Liabilities and Equity</u>	
<u>Cash</u>	<u>\$230,105</u>	<u>Current</u>	<u>\$276,316</u>
<u>Reserves</u>	<u>618,453</u>	<u>Reserves</u>	<u>618,453</u>
<u>Acct. Rec.</u>	<u>25,862</u>	<u>Equity</u>	<u>89,571</u>
<u>Current Assets</u>	<u>101,089</u>	<u>Equity gain/loss</u>	<u>( 8,830)</u>
<u>Total:</u>	<u>\$975,509</u>		<u>\$975,510 *</u>

\* Difference due to rounding

### Monthly Income and Expense

#### Income

**Budgeted: \$130,227**

**Actual: \$127,921**

**Difference: \$(2306)**

**Actual income was lower than budgeted due to transfer fees.**

**Expenses**

**Budgeted: \$130,227**

**Actual: \$134,564**

**Difference: \$(4337)**

**Actual expense was higher than budgeted due to cable expense**

**Treasurer's Comments:**

**None this month.**

**Financially yours,**

**Pat McCabe Treasurer**

## **5. IGEHOA President's Report:**

June 25th, 2019, 1:00pm.

Lake issues.

1)-We have received and reviewed a new contract with Anovus. The contract has been reviewed by Infrastructure and Beautification. The contract is attached. Can we have a motion to approve said contract?

**Motion was made by Mr. Celauro to approve the Anovus contract, seconded by Mr. Mickelson.**

**Vote: Approved**

2) We reached an agreement in principal with private fountain owner on Zach's lake. As previously authorized by the board, I have negotiated a resolution with the homeowner. The terms of agreement are attached. Do I have a motion to approve same?

**Motion was made by Mr. Krause to approve the Zach's Lake private fountain agreement, seconded by Mr. McCabe.**

**Vote: Approved**

3) Our current Covenants, Conditions and Restrictions state assessments may be used for several enumerated purposes. In 4.2.A.4 those enumerated purpose include "fences, signs, street lights and fountains located on the common areas." The new language would read, fences, signs, street lights and fountains installed by the association and located on the Common Areas. Do we have a motion to approve same or amend and a second so the community can vote on this change?

**Motion was made by Mr. Celauro to approve the langue change to 4.2. seconded by Ms. Schwartz**

**Vote: Approved**

4)A member requests the installation of a fountain in Zach's lake in the exact location as the previously installed one in the center of the lake under the same terms of the Martin/Minion agreement except the member will pay for the install. Do I have a motion to approve same?

5) Is there a motion to define that the management of the water quality of the IGE retention ponds, fall within the domain of the Infrastructure Committee and not the Beautification Committee. function of the holding ponds is infrastructure in my opinion.

Non-lake issues

- 2015 IGCB has requested written permission from the board to replace his sidewalk between his driveway with pavers, the color to be determined by the board so it stands out as sidewalk. The He will pay all costs and maintain same. Under 2.1C of our covenants, only upon written consent of the board is this possible. Do we have a motion to approve subject color determination with the owner?
  
- Can we have a motion to update our notice procedures for board meetings so notice is also sent by email blast? The use of a bulletin board only is antiquated and 4 people showed up yesterday thinking there was a meeting.

**Motion was made by Mr. Celauro to approve email blast meeting notification , seconded by Ms. Schwartz**

**Vote: Approved**

- We had damage done by a Camden's Lake vendor to our property. I contacted them and they intend to reimburse us. The cost is slightly over \$300.00.
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- I refer to beautification committee how many homes are no noncompliant with the for a canopy tree and if this rule should be changed and if not a process to enforce the rule

Respectfully Submitted,

Charlie Litow

**6.GIB Report:** No report

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

Proposal for Metal Plates over concrete valley gutter was presented for approval with a cost of 3734.40 for the completion of work and cost of 1811.74 for the metal plates.

**Motion was made by Mr. Celauro to approve both bids , seconded by Mr. McCabe**

**Vote: Approved**

**8. Infrastructure Report.** Director Celauro

Comcast project nearing complication, notification will be sent when 1 year free install begins

Road project completed; 1700 damage repair caused by outside vendor. President Litow will attempt to recover for the damage.

**9. Beautification Committee Report:** Director Krause

Beautification Committee Meeting Minutes

A meeting was held by the Beautification Committee of the Imperial Golf Estates on June 13, 2019, at 930 am at 2110 Imperial Circle. In attendance was David Krause Chairman, Mark Thieme, Superintendent, Greg Gottfried, Mark Camp, Odamis Houston. Caitlin Fortier was absent.

Krause opened the meeting with introductions from each member and identifying their particular interests and area of expertise. We are well represented in real estate, construction, and our superintendent's history of knowledge regarding the common areas.

A resident's complaint addressed to the committee regarding debris in the area where contractors park there equipment. Mark T stated he would clean the area, in particular, an old screen door which needed removal. Other garbage or landscaping will be attended to by landscapers.

Discussions regarding the ponds and their maintenance needs was exhaustive and concluded by including these ideas in a long range plan for the board to review and consider.

Discussion regarding the parks and improving their beauty and function brought out some great ideas. A resident who is a landscape architect will be solicited for advice by Odanis and Mark C. Ideas will be included in our plan.

Mark T brought up concerns about palm tree trimming, and the schedule for such in the parks which is currently behind because of Irma.

Mark T also brought up the well issues, the engineering required to obtain a permit, and a booster pump needed to irrigate Entrada area. These issues may best be handled by infrastructure and we will defer to the board for advice.

Greg brought up cul de sac issues and how a smaller island with a lit palm tree would enhance the look of the areas and solve some of the problems with trucks and vehicles getting by. This is again something that may be under infrastructure to present to the board.

Odamis asked about the budget we will be working with to accomplish our goals. Mark T said it used to be \$26,000 a year. Krause will review with board members if money was budgeted.

Once direction and funding from the board is better established, we will work to develop a long range plan to be review and approved by the board for the beautification and maintenance of our common areas.

There being no further business, the meeting was adjourned.

**10. Architectural Review Board Report: Director, Gale Schwartz**

Address	Request	Approval
1829 Princess	Painting	Y
2218 Regal	Painting	Y
2108 IGCB Circle	Roof	Y
2037 IGCB Circle	Roof	Y
2077 IGCB Circle	Sale	Y
2035 Castle Garden	Sale	Y
2242 IGCB	Sale	Y
2226 IGCB	Sale	Y
1919 Empress	Garage Door	Y
1902 Countess	Roof	Y
2204 IGCB	Interior/Dumpster	Y
1967 IGCB	Roof	Y
2034 IGCB	Well	Y

2117 IGCB	Paiting	Y
2034 Castle	Generator	Y
1904 Princess	Dumpster	Y
1031 Empress	Sale	Y

## 11. Violations

### Violations Report/ Martha Mugford

Rounds were made on June 12-26, 2019

I would like to thank the property owners who responded and corrected the violations that were noted by me when making rounds. Being a good neighbor will benefit everyone who lives in our community.

Remember, rounds are made monthly to apprise you of potential violations and after you receive a letter you have 14 days to make corrections or you will be sent to the fining committee.

If you are going north for the summer please make sure that your property is ready for any storms that might occur and that you have someone who is watching your property to address any issues in your absence.

The following properties had violations:

1974 Countess Court (on-going issues with construction, pool barrier, roof and lawn for two+ years).

2027 Teagarden Lane (wheels and tires on side of house) Letter to be sent regarding removal.

**NOTE:** If your home, driveway and curb are stained from your sprinkler system, it is your responsibility to clean it or have it cleaned. There are many products and filters available in the stores for this project. There are many curbs and driveway stains that need attention.

**NOTE:** Unleashed dogs should be reported to Collier County Domestic Animal Services at (239) 252-PETS. Unleashed dogs are a violation of our HOA Declaration and Collier County Code. Please note the date and time when reporting.

Respectfully submitted,

Director Martha Mugford

Mr. Celauro made a motion to approve the violation report, second by Mr. McCabe

12. Unfinished Business: Stated above

13. New Business:

A motion was made by Director Mickelson to add a Lake committee to work with Infrastructure and Beatification Committees. The motion was seconded by Director Krause. Motion passed

A motion was made by Director Krause to adopt resolution in President report , member requests the installation of a fountain in Zach's lake in the exact location as the previously installed one in the center of the lake under the same terms of the Martin/Minion agreement except the member will pay for the install. Seconded by Director Mickelson  
Motion Failed.

Board agreed to not have an August 2019 board meeting

14 Next Meeting Scheduled:

The next Board of Directors meeting is scheduled for July 25th at 8:30AM at the Sandcastle Management.