

# GREATER IMPERIAL BOARD

## Minutes from Board of Directors Meeting

*June 28, 2018*

**approved**

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**GIB OFFICERS PRESENT:** Greg Stephens, President; Martha Meyers, Treasurer; Joe Lawler, Secretary

**GIB OFFICERS ABSENT:** Jacquelyn Milot, Vice President

### **BOARD MEMBERS PRESENT:**

Abbey on the Lake	Chancey Brothers – Mary Galle
Bermuda Greens	Steve Smith
Castlewood	Martha Meyers
Charleston Square	Trevor Calhoun
IG Estates	Nate Celauro
Golf Club	John Hill
Imperial Gardens	
The Island	
Manors of Regal Lake	
Park Place	Charles Yates
Park Place West	John Kostello
Wedgefield	Dave Skieber
Westgate	Joe Lawler
Weybridge	Greg Stephens

Beautification Chair      Kim Strusky

**OTHERS PRESENT:** Beverly Florio and James Kelly representing Sandcastle Community Management.

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**CALL TO ORDER AND DETERMINATION OF QUORUM** - A quorum of the Board being established the meeting was called to order at 3:00 p.m. by President, Greg Stephens.

**PROOF OF NOTICE** -The notice of the meeting was posted according to the Florida Statutes.

### **SECRETARY REPORT / DISPOSAL OF PREVIOUS MINUTES** -

Motion made by Martha Meyers to approve the meeting minutes of 5-24-2018 and a second by Chancey Brothers.  
Motion approved unanimously.

### **OFFICER REPORTS** –

#### **President's Report – Greg Stephens**

#### **PRESIDENT'S REPORT**

Currently we are still trying to finalize the water line project and the punch list. As of this writing we still do not have that final and we still have some issues including Coco Plums and re-sodding the area at Park Place.

We need to add Comcast and Century Link to the list of vendors that can have access on weekends and holidays. They currently are not on the list and need to be added.

The edging on the boulevard has started and hopefully will add some extra space for walkers and bicycles.

We are all set with the Christmas lights and the vendor has checked out all the power and sees no problem.

We are having our electrical company check all the lighting and boxes at the front for not only power, but working and all units lit. Some were actually either removed or broken during the water main project.

Still waiting for a cost to remove three pine trees that are invading the boulevard now and will need to be taken out before repaving.

Currently we still have no proposal from Holes Montes for the repaving project. According to Tom Harroff they should have something soon.

Just so you are aware the work being done on the North side is Florida Power, and not sure when they will be done.

Geoff Fowler will be here to explain what we should consider be done at the front to the landscaping, building and the road around the gate house. Please remember to keep an open mind.

### **Treasurer's Report – Martha Meyers**

#### **GREATER IMPERIAL BOARD, INC – Treasurer's Summary Report for May 31, 2018 – GIB Mtg. 6/28/18**

##### **Income and Expense Statement as of 5/31/18:**

**Total Operating Income:** YTD Operating Income is \$144,312.05—over budget by \$6,631.20 because of gate access and interest income. Bermuda Greens is in arrears and has been notified.

**Total Operating Expenses:** YTD Operating Expenses are \$138,933.68—over budget by \$1,217.23 Net Income is \$5,413.97 over with budget. While gate access control YTD is over budget, Smart Pass expense and other miscellaneous expenses are under budget.

We are still tracking to our annual budget estimate.

##### **Balance Sheet Items as of 5/31/18:**

1. Operations Checking Account: Cash for Operations	\$5,208.14
2. Cash for Reserves Balance:	\$456,555.50
3. Other Assets, incl. Accts Rec and Pre-pays:	<u>\$11,433.83</u>
4. Total Current Assets:	\$473,197.47
5. Owner's Equity	\$8,628.06
6. Current Liabilities	\$8,013.91
7. Replacement Reserve Prior	<u>\$456,555.50</u>
8. Total Equity	\$476,197.47

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

- **Motion was made by Charles Yates to accept the Treasurer's Report. Joe Lawler seconded the motion. Motion passed unanimously**

**COMMITTEE REPORTS –**

**BEAUTIFICATION REPORT –**

**1. Landscape Issues:**

- Need QE to re-assess health of the Coco Plums
- Replace flowers in boxes and mulch landscape by 7/4/2018
- Received quote for stump grinding (24 stumps @\$135 each)

Top Cut performed the hard cut of the bushes and trees, trimmed the existing coco plums and replaced the 28 damaged coco plums.

**2. Holiday Decor**

- Electrical evaluation will be performed, since we found broken and damaged lights and outlets during our walk through with Foliage Design Systems
- Foliage Design Systems approved during last meeting as new vendor
  - Final Cost \$6262.33
  - 3-year savings of \$9,175
  - New commercial grade LED Lights and fresh wreaths and garland
  - Trees must be trimmed prior to installation

**3. Enhanced Landscape and Hardscape Design**

- Geoffery Fowler – independent landscape and hardscape architect will provide a presentation.
  - The board agreed to pay for Geoffrey Fowler to put together drawings for the board to review.

**MANAGER'S REPORT – 6-28-2018**

**ACCESS DEVICE SALES**

MONTH	2015		2016		2017		2018	
	SMART PASS	TRANS- PONDERS	SMART PASS	TRANS- PONDER	SMART PASSS	TRANS- PONDER	SMART PASS	TRANS- PONDER
JANUARY	83	6			23	2	37	15
FEBRUARY	40	3			26	7	28	7
MARCH	38	8			29	9	40	12
APRIL	34	11			31	8	25	8
MAY	27	5	26	3	28	1	32	8
JUNE	34	4	34	0	24	2		
JULY	17	6	23	6	16	4		
AUGUST	26	4	29	2	22	3		
SEPTEMBER	20	7	28	4	3	1		
OCTOBER	27	7	34	8	55	7		
NOVEMBER	49	3	41	6	45	10		
DECEMBER	18	13	34	5	54	12		
INVENTORY -	46 STICKERS	3 WANDS						

## **ACCESS CONTROLS –**

- **Request to order stickers and wands – stickers** –*there is an order placed for stickers and wands.*
- **Century Link** - *The order placed for the phone service. The fax machine will be no longer in use as this number will be moved to the backup line for the access line to the call in line to add guests. The Golf Club will have to begin to send in the list of golfers by way of an email. Direct TV is the provider working with Century Link to provide service to the television. Direct TV plans to have service provided by end of June 2018.*
- **Lighting in entrance way and around guard house** –*Mickey met with ABC Electric and walked the entrance and the guard house area to note the lighting situation. ABC will provide a proposal to upgrade or repair the lighting in the area. There were many broken or missing light fixtures.*
- **Resident's lane** – *Owner called to complain that if there are two cars at the gate at the same time, the resident should be able to enter into the community prior to the guard allowing the guest to enter.*
- **Service interruptions** – *Comcast Service was down for many days this month. The GateAccess.net web-site use must be a recommendation to all owners in order to alleviate the frustration when the call in system is unavailable. The guards were using their personal phones to contact owners of their guests.*
- **Post Orders** – *The post orders do not provide for Comcast or other cable providers access on Sundays or Holidays. If the GIB feels differently, the post orders must be amended.*
  - **Motion made by Charles Yates and seconded by Martha Meyers to amend the Post Orders to allow for Comcast, Century Link and Summit to enter into the community at any time. This will be noted as Amendment # 5.**

## **OLD BUSINESS –**

- **Water main project status-**
  - The final punch list is being reviewed by the Engineering Firm and they are seeking the position of the contractor. The manager will advise the board on the status at the next meeting.
- **Road resurfacing –**
  - Greg Stephens is working with the engineers on the plans for the 2019 project.
- **Street Lights** –A presentation was provided by a representative from FPL, Eric Culling.
  - **Motion made by Charlie Yates and seconded by Joe Lawler to approve FPL to change the 108 lights to LED lights on the boulevard street lights. This will be done within the next sixteen weeks.**
- **Century Link** – The service has been ordered and the install will be scheduled.

## **NEW BUSINESS –**

- **Nothing added to this agenda**

## **DISCUSSION ITEMS –**

- The board will discuss the access for permanent guests at the next meeting.

**Next Meeting Date -** July 26, 2018 at 3:00 p.m.

**ADJOURNMENT-** There being no other business to discuss, the meeting was properly adjourned at 4:30 p.m.