



## **Meeting Minutes**

**DATE: October 5, 2021**

**TIME: 10:00 AM**

**LOCATION: Imperial Golf Club**

Board Members Present:

Tom Harruff  
James Wilson  
Pat McCabe  
Gale Schwartz  
John Mickelson  
Dan Castaldini  
Debbie Frost

Others Present: Kailin Francis and James Tanigawa, Vesta Property Services, and Mark Thieme, Superintendent

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

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

**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 Minutes of unapproved Meeting Minutes**

***Motion:*** Tom Harruff made a motion to approve the September 14, 2021 Meeting Minutes. John Mickelson seconded.

***All in favor, Motion approved.***

***Motion:*** Tom Harruff made a motion to approve the September 29, 2021 Meeting Minutes with the correction noted by Jim Wilson. John Mickelson Seconded.

***All in favor, Motion approved.***

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

The Board is working on revising rules and regulations for the community. Once finalized it will be presented and posted on the website.

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

Vesta Property Services  
27180 Bay Landing Drive, Suite 4  
Bonita Springs, FL 34135  
Ph: (239) 947-4552 > Fax: (239) 495-1518



## 5. GIB Report

Gale Schwartz discussed the walking path informational meeting held on September 29, 2021. Electronic voting will take place in the upcoming weeks which will be organized and held by Vesta Property Services. There was discussion on special assessment per owner or if the total will be built into the operating assessment. The deciding option will be presented to the residents at the time of voting. Statewide Security held a meeting with the GIB representatives to discuss vendor access for weekends and weekends. Statewide will update their guards with the correct protocol to be followed.

## 6. Treasurers Report: Pat McCabe

August financials were reviewed and the association is in good financial position. 2020 audit is almost complete and will be posted to the website for owners to review. **Motion** Pat McCabe made a motion to approve the auditing firm and the proposed amount for 2021 audit as presented. Tom Seconded. **All in favor, Motion approved.**

The reserve study is in progress and is hopeful to be completed in the upcoming weeks for preparation of the 2022 budget.

## 7. Superintendents Report

Mark Thieme reported he has met with various vendors. Princess Forest has been cleaned in various areas. He has requested proposals for overgrowth on the perimeter near property lines. He has started to remove the rust from park sidewalks.

## 8. Managers Report

Kailin Francis reported the violations are steadily being resolved. The pressure washing of the 4-way stop is scheduled for October 13th

## 9. Committee Report

### A. ARB Report

Tom Harruff gave report for sales, leases and ARB's.

2201 Regal Way was discussed pertaining to the variance the owners proposed in regards to the view being obstructed. **Motion:** John Mickelson motioned to approve the variance request as submitted. Deb Frost seconded.

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*Jim Wilson- Yes*

*Pat McCabe- Yes*

*Tom Harruff- No*

*John Mickelson- Yes*

*Deb Frost- Yes*

*Dan Castaldini- Yes*

*Gale Schwartz- Yes*

***All not in favor. The motion passed 6-1***

The Board held discussion on the current language in the ARC guidelines in regards to views from adjacent lots. **Motion:** Tom Harruff made a motion to remove the language pertaining to such guideline for obstructed views (#4 and C.1.B.). *Dan Castaldini seconded.*

*Jim Wilson- Yes*

*Pat McCabe- Yes*

*Tom Harruff- Yes*

*John Mickelson- Yes*

*Deb Frost- No*

*Dan Castaldini- Yes*

*Gale Schwartz- Yes*

***All not in favor. The motion passed 6-1***

Tom proposed new committee members to take over the current ARC committee positions. He proposed Deb Frost (committee Chair), Gale Schwartz and Stephanie Hardy. **Motion:** John Mickelson made a motion to approve the committee as proposed. Deb Frost seconded.

***All are in favor. Motion passed unanimously.***

### **Beautification Report**

Tom Harruff reached out to existing members if they are interested in adding any projects for the remainder of this year and their intent for next year. Once a plan is in place, it will be brought to the board's attention.

### **Lake Report**

John Mickelson spoke about adding an additional resident to the lakes committee. **Motion:** John Mickelson made a motion to add Karen Vincent to the Lakes Committee. Tom Harruff seconded.

***All are in favor. The motion passed unanimously.***

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## **Veterans Report**

Charlie Litow reported the estimate for a wall and corresponding research was submitted to the county for their review. It typically takes about 30 days for the county to respond, an answer is expected in early November.

The school is currently doing conduit and drainage on the East side of their premises. The school is required to have 50 feet of vegetation which was part of their permit approval. However, the school will be required to remove the exotics (I.E. pepper trees, invasive, etc) which will thin out that vegetation. They do have plans to plant shrubs once that cleanup is completed. A pedestrian cut-through was discussed. The school is not opposed to this concept but will need to determine location and further research will be required prior to approval.

## **10. New Business**

### **A. Sign Rule Discussion**

This will be held until November meeting. .

## **11. Old Business**

### **A. Bubble Relocation**

The Board discussed the proposal from Golden Gate electrical. This proposal does not meet all of the electrical needs. Further bids are required.

### **B. Well Drilling**

The Board reviewed the proposal for the electrical component for the 3 additional wells from Golden Gate electrical. **Motion:** Tom Harruff made a motion to approve Golden Gate Electrical proposal for the wells. John Mickelson seconded.

***All in favor. The motion passed unanimously.***

### **C. Entrada Gate Maintenance**

The Board discussed the two proposals which were received to conduct inspections for the Entrada gate and maintenance as needed. **Motion:** Tom Harruff made a motion to accept Cypress Access systems proposal. John Mickelson seconded.

***All in favor. The motion passed unanimously.***

## **12. Homeowner Issues**

Homeowner asked for clarification on the ARC committee members  
Homeowner asked various questions regarding maintenance shed  
Homeowner questioned the newsletter expected timeline

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**13. Next Meeting**

November 9, 2021 at 10:00am

**14. Adjournment**

***Motion:*** A motion was made by John Mickelson to adjourn the meeting at 11:37am. Seconded by Pat McCabe. ***All in favor, motion approved.***

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