

MADISON GREEN MASTER ASSOCIATION
BOARD OF DIRECTOR'S MEETING
September 17, 2014

Eileen Feiertag, President, called the meeting to order at 6:30 pm.

Officers and Directors present were: Eileen Feiertag, President; Bernie Holmstock, Vice President; David Schenkelberg, Treasurer; Maxine Yoss, Secretary; Charles Larsen, Director; and Max Mollohan, Director. Dianne Gasc, Assistant Property Manager, and Lynn Linfante, Property Manager, also in attendance.

Eileen Feiertag stated the meeting was properly noticed in accordance with the By-Laws and a quorum was present.

Motion made by Max Mollohan to waive the reading of the minutes from the Board of Directors Meeting held on August 27, 2014 and approve them as written.

Seconded by Bernie Holmstock.

Motion carries: 5-0. Maxine Yoss abstained.

Motion made by David Schenkelberg to approve the minutes from the Closed Legal Board of Directors Meeting held on September 10, 2014.

Seconded by Maxine Yoss.

Motion carries: 6-0.

Motion made by David Schenkelberg to waive the reading of the minutes from the Special Board or Directors Meeting held on September 15, 2014 and approve them as written.

Seconded by Charlie Larsen.

Motion carries: 5-0. Max Mollohan abstained.

Board Communication:

Dianne Gasc read the email from Dominic Yacovella. He has informed the MGMA Board of Directors that he is resigning his position on the Board. David Schenkelberg reminded the Board to remove Dominic's email address from the Board chain.

REPORTS:

Treasurer's Report: David Schenkelberg reported on the Financials from August 31, 2014. Operating cash was \$630,380 and Reserve cash was \$748,133.

David Schenkelberg reported on the delinquencies as of August 31, 2014, 326 units were delinquent. Out of the 326 delinquent units, 125 units owed 2 or more quarterly payments, and 103 units owed less than \$100. Of the 103 units 72 units owed less than \$25. Steve Feiertag, a Fairfax resident, asked about the \$99,635 in attorney fees. David explained that these are upfront legal fees that have been posted to unit owners' accounts, some of which will not be collected by the MGMA. When and if they are collected, this number will be reduced.

David Schenkelberg reported that the Board had a very productive meeting with Rosenbaum Mollengarden PLLC. The Board passed two motions at the Closed Legal Meeting. The first was to eliminate past payment plan guidelines, as per the recommendation of our collection attorney. The attorney suggested that as a guideline a payment plan should be no more than two years long. The second motion the Board approved was to set new guidelines on when to turn homeowner accounts over to the attorney. A homeowner will be sent to our collection attorney once their Clubhouse and voting privileges have been suspended (90 days delinquent). Once the Board has voted on suspending Clubhouse and voting privileges at a properly posted Board Meeting, the homeowner will receive a letter indicating that if their account is not paid in full (to a zero balance) within 10 calendar days, they will be sent to the MGMA collections attorney and they will immediately be incurring legal fees.

Several Board members mentioned that they have logged into our attorney's on line system and found it to be user friendly. Dianne Gasc, Lynn Linfante, and David Schenkelberg commented the para-legal from Rosenbaum Mollengarden is very good to work with.

David reported the MGMA will be turning over approximately 25 new accounts to Rosenbaum Mollengarden for collection.

David reported that our attorney advised the Board if a homeowner is in bankruptcy (7, 11, or 13) and has not been released, we cannot suspend their privileges. The MGMA will get the names from Rosenbaum Mollengarden of those units that are in bankruptcy and currently suspended, and mail these homeowners a letter to inform them that their Clubhouse and voting privileges have been reinstated.

There was a question at the Closed Legal meeting if we were in our rights not to have Hearings for the suspension of Clubhouse and voting privileges. The Board instructed Eileen Feiertag to be in touch with Allison Hertz from Rosenbaum Mollengarden. Eileen Feiertag reported that she discussed our procedure with Ms. Hertz and she confirmed that the MGMA procedures are in compliance with the Florida Statutes.

Carolyn Hmara, a Walden resident, questioned if the MGMA would still allow payment plans. David responded "yes". She also suggested that we update the password to the attorney's on line collection system, if there was any Board member change, and possibly, on a quarterly basis.

Steve Feiertag, a Fairfax resident, asked if the 25 new units going to collection would be getting a "head's up" letter. David responded "no", as those homeowners were currently delinquent more than 90 days, and suspended. He recommended that the MGMA include the cost of the first legal letter in the suspension letter.

Property Manager's Report: Lynn Linfante reported the break in the main water line has been repaired, but the hole has not yet been filled because of the rain.

COMMITTEE AND WORKSHOP GROUP REPORTS:

Government Liaison Report: Jeff Hmara reported that FEMA held their open house meeting to provide residents a look at the preliminary flood maps. He encouraged homeowners to call the Village of Royal Palm Beach engineer with questions regarding their individual situations. There will be no changes in the Council term limits. Regarding the Minto West Expansion, the Village of Royal Palm Beach Council voted 5-2 to forward the request to not approve the expansion to the Board of County Commissioner and the final decision will be made on October 28, 2014. The 2015 Village of Royal Palm Beach Budget Public Hearing will be held on September 18, 2014 at 7:00 pm. Jeff Hmara reported that the Village of RPB is hiring for the new Common's Park. Jeff reported that while the tax rate stayed the same, there will be a very small increase in the taxes due to evaluation increases. He also said that the 150 acres on Crestwood Boulevard is better suited for residential. This will be discussed at the VRPB Council meeting. Attend the meeting so you know what is going on. Questions: 1. What is the status of the State Road 7 expansion? It is funded, but no action is being taken at this time. 2. Thank you for the speed sign, but can we get more police patrols? 3. When will the restriping of Crestwood Boulevard with the bike lanes occur? Maybe by year end. 4. When will Crestwood Boulevard be repaved? It is in the strategic plan.

MGMA ARC Committee Report: The following are the MGMA ARC activities since the Board meeting held on August 27, 2014: The MGMA ARC Committee meetings were held September 2 and September 16, 2014. A total of (11) ARC's were reviewed and approved by the Committee: six (6) exterior painting; two (2) fence installation; one (1) screen enclosure installation; two (2) patio installation; one (1) extension of a previously approved ARC; and (3) three modifications of previously approved ARC's.

The MGMA Property Manager has done the final inspection and approved the return of (5) ARC deposits for: (3) fence installations; (1) paver deck installation; and (1) hurricane shutters installation.

Golf Course Liaison Report: Charlie Larsen reported he met with Mike Brady, General Manager of the Golf Course, to discuss dirty homes in Fairfax and Walden. Mike gave Lynn Linfante the addresses for the homes that are dirty and need cleaning visible from the Golf Course. Mr. Brady continues to complain about private golf carts on the Golf Course. David Schenkelberg suggested that the MGMA allow the Golf Course to insert a half page advertisement into our budget mailing with the other half page to include a message about not driving private golf carts on the Golf Course property. Charlie and Lynn will be in touch with Mr. Brady to see if the Golf Course is interested. They would have to supply 1145 copies for the mailing. The MGMA thanks the Golf Course for the clean-up (sod and mulch) of the circle between our Clubhouses.

Lakes Report: Lakes are all in good shape. Charlie Larsen reported that the lake with the bubblers has improved.

Landscaping Report: Donna Broder reported that Joe Gall has resigned from the committee. The lighting on the front monuments has been completed. Donna and Carolyn Hmara met with Harold Salkin from Custom Lighting of America to discuss Phase 2 of the lighting recommendations for possible inclusion in the 2015 Budget. The workshop group plans on using some of the remaining \$4,000 in the 2014 Budget to complete two small projects. They will get High Standards to give the Board an estimate in October. David Schenkelberg requested that Donna Broder give him the total expense for these remaining projects so he can verify that we have the funds available.

Donna Broder mentioned that they identified nine (9) areas for landscaping projects. Seven of the nine will be proposed for the 2015 MGMA Budget. She mentioned that the lighting crew from CLA started to bury the wires from Phase One, and this should be completed this week.

David Schenkelberg mentioned that the plantings on the Golf Course median do not look good. He suggested that MGMA pay to add additional Ixora to fill in the area so it would look better. We will get an estimate from High Standards for this work before contacting the Golf Course.

Activities Report: Dianne Gasc reported the Halloween Party is scheduled for Saturday, October 25, 2014 from 2 to 4 pm. We will have a magician, crafts, snacks, and prizes. We are looking for volunteers.

UNFINISHED BUSINESS:

Gym Expansion:

Replacement of 2 Treadmill Fitness Machines: Eileen Feiertag informed the Board that the Gym Workshop Group met last week and decided to stay with TRUE Fitness machines. In addition, she informed the Board about the costs involved if the MGMA were to lease the gym equipment instead of purchasing the equipment. She said that the company that she and Lynn Linfante contacted has a leasing minimum amount of \$5,000, but there are other costs and fees as well. Also, when a leased machine needs repair, the leasing company calls a gym repair company to do the work, so repairs are not done any quicker. She checked another community that is similar in size to MGMA and they purchase their equipment, as they determined it was more economical. Lynn Linfante and Dianne Gasc had information on how much was spent on repairs on the treadmills and elliptical machines after the warranty period had expired. The machines were purchased in 2008 (approximately) and the cost of repairs was about \$4,300 (three machines).

Motion made by Bernie Holmstock to replace three treadmills and one elliptical through Pro Fitness, as recommended by Lynn Linfante, to be ordered now, but not to be delivered until after construction is complete. The cost not to exceed \$16,500. (This will be a reserve expense.)

Seconded by Maxine Yoss.

Motion carries: 6 - 0.

Lynn Linfante presented a chart with three contractors for the Gym expansion project. She recommended using Chapco Drywall Construction.

Motion made by Bernie Holmstock to accept Chapco Drywall and Construction as the contractor to do the gym expansion for \$34,272, and to allocate the remaining budgeted amount of \$8,000 for other costs not included in the bid.

Seconded by Maxine Yoss.

Motion carries: 5 - 0. Bernie Holmstock abstained.

Lynn will discuss with Chapco to add to the contract an incentive. If the job gets completed one week early, the company would get an extra \$1,000, but if the job completion was two or more weeks late, there is a \$1,000 penalty. She will also talk to the contractor to get a good time line.

Lighting at Front Monuments:

As per last month's Board meeting, Lynn Linfante purchased three LED flood lights. The light at the monument by the M-1 canal has been replaced. The remaining two that were to go at the monuments at the Okeechobee and Crestwood Boulevard intersection have not been replaced. Carolyn Hmara had emailed questions to the Board that are being answered by Eileen Feiertag at this meeting.

1. Can someone explain why purchasing three new lights for the logo portion of our monument walls is being done separate from the entire reconfiguration being done by the Beautification Committee when it is clearly a part of the same area under consideration? Bernie spoke to Lynn about replacing the spot lights. Bernie had given the go ahead to purchase the new light fixtures when Eileen was out of town. Lynn spoke with Eileen and she recommended as this was not an emergency, to wait until the August Board meeting, which was done.
2. Can someone explain why the Beautification Committee was not part of this consideration? This was a routine replacement of a current light fixture to light the monuments, as it had been lit for the past 13 years.
3. Can someone explain why the experienced opinion of the contractor that is installing our path lights was not even considered in the selection of the new logo lights? This was a routine replacement of a current light fixture. The Property Manager and the Board always retains discretion as to whether or not to seek an opinion from the Landscape Workshop Group. At the August Board meeting, the Board approved the purchases.
4. Can someone explain if there was any research taken to insure that the price was competitive even though it is under \$2,000.00? Originally, this repair to replace two lights (\$290 each plus labor) was under the threshold for going out for bids. It was only after a modification of adding a third light at the August Board meeting that the repair exceeded \$1,000. Repairs of this nature do not necessarily require a bidding process. Lynn ordered the light fixtures, as approved by the Board, but after receiving this email, Lynn decided not to have the two light fixtures on the Okeechobee/Crestwood installed.

Motion made by Bernie Holmstock to repurpose the LED flood lights rather than return them, one LED flood light to be installed at the driveway entrance monument to our Clubhouse, and the other flood light to put into stock; and to accept Custom Lighting of America recommendation to install two bullet lights at each monument to shine on the MGMA logos. Seconded by Maxine Yoss.

Motion passes: 4 - 0. Bernie Holmstock and Eileen Feiertag abstained.

Max Mollohan left the meeting at 8:30 pm.

Escrow Account for the Okeechobee Berm Fence Project:

Motion made by Dave Schenkelberg to return the \$198.75 in the escrow account back to Wyndham Village, as the Fence Project has been completed.

Seconded by Bernie Holmstock.

Motion carries: 5 - 0.

Tennis Courts Surrounding Area (landscaping, sod, and drains): Discussion deferred; will be considered in the 2015 MGMA Budget.

IRS Letters - 2005 Payroll Issues: Eileen Feiertag spoke with a representative from the IRS regarding this lien issue. She prepared and FedEx'ed three letters to the IRS. At that time the MGMA was granted a six (6) week extension. Afterwards, the MGMA received a letter granting the MGMA a 60 day extension. She will keep everyone informed. If we get to close to the deadline, Eileen recommended engaging Hafer Company to intervene.

Holiday Lighting: Contract has been signed. Lights will be turned on the Friday after Thanksgiving. Lynn Linfante will contact Custom Lighting of America to discuss a recommendation regarding the GFI's getting "popped".

Moving of Fire Alarm Modules:

Motion made by Bernie Holmstock to have Armer Protection move the fire sprinkler system modules inside the Clubhouse, not to exceed \$1,800.

Seconded by Dave Schenkelberg.

Motion passes: 5 - 0.

NEW BUSINESS:

Lanai Window Shades: Several ideas were suggested. Lynn Linfante will get more bids. It was suggested that all nine windows get done. There was a suggestion that we use valances to hide the shades.

Pool Diamond Brite: No new information at this time and Lynn Linfante will report next month.

Board Seat Available:

Motion made by Charlie Larsen to not fill the empty Board seat at this time.

Seconded by Maxine Yoss.

Motion carries: 5 - 0.

Board Correspondence: Maxine Yoss read the letter from Brent Nichols, Engineer from the South Florida Water Management District regarding the preserves inspection. He was very pleased with his findings and to have Chris York from Superior Waterways continue with the maintenance.

Eileen Feiertag commented on an email she received from Diane Smith from the Palm Beach County Sheriff's Office about homeowners that have outside video cameras. They are asking residents with outside cameras on their homes to contact the Sheriff's Office to help them identify crime in the area.

Eileen Feiertag stated that there will be a Homeowner Round Table meeting on September 30, 2014 at Wellington Community Center.

David Schenkelberg reminded everyone of the 2015 Budget Workshop Dates: October 1, October 8, October 14, (and if needed October 21nd), and October 29, 2014 at 6:30 pm.

OPEN FORUM:

Dave Schenkelberg mentioned that the monuments need painting and would like the logos to be painted in dark green, hunter green, golf green, and the flag painted red. It was decided not to do any painting until after the holiday lights are removed.

Charlie Larsen talked about the CPR class sponsored by Palm Estates and held at the Clubhouse that was attended by 23 people. He suggested the defibrillator machine should be in a removable box on the wall as opposed to being nailed to the wall. The EMT instructor mentioned that a shaver, spare pads, and gloves should be added to the box. Lynn Linfante will be in touch with Zee Medical to get a transportable first aid kit, as recommended by Fred Laurie, a resident of Palm Estates.

Jeff Hmara spoke about the traffic impact that may occur due to the housing development on the old water treatment plant. He encouraged everyone to get involved and to speak up. He also told the Board and residents that a contract was awarded to a new food vendor at Commons and Veterans Parks.

ADJOURN:

Motion made by Bernie Holmstock to adjourn at 9:20 pm.

Seconded by Maxine Yoss.

Motion carries: 6 - 0.
Meeting adjourned at 9:20 pm.

Respectfully Submitted by
Lynn Linfante
MGMA Property Manager

Approved on October 29, 2014