

MADISON GREEN MASTER ASSOCIATION  
BOARD OF DIRECTOR'S MEETING  
September 30, 2015

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, Max Mollohan, Director; Charles Larsen, Director; and Carolyn Hmara, Director. Lynn Linfante, Property Manager and Dianne Gasc, Assistant 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 Maxine Yoss to waive the reading of the minutes from the Board of Directors Meeting held on August 26, 2015 and approve them as written.

Seconded by Max Mollohan.

Motion carries: 7 - 0.

Treasurer's Report: David Schenkelberg reported on the Financials as of August 31, 2015. Operating cash is at \$743,137. Reserve cash is at \$788,540. David noted there was a significant drop in the number of delinquent units, 272 from 332 from the prior month, which is typical for this time. He said the overall expenses are back in line and we are right at budget for the year.

Steve Feiertag, a Fairfax Village resident, asked if the September "Liquidity Ratio" can be estimated for 2016 Budget meeting. David responded that we will have decent numbers by the second 2016 Budget meeting.

David stated that the Master will be proceeding with lien foreclosure for some units and he also expects we may be taking title to another unit in the near future.

Property Manager's Report: Eileen Feiertag spoke about the possibility of engaging a horticulture consultant to give us a report on of all our palm trees as Lynn Linfante suggested in her Property Manager report.

Motion made by Dave Schenkelberg to contract with Mr. Richard Murray from the University of Florida to give us a written report about the state of all our palm trees for \$200 as recommended by the Property Manager.

Seconded by Bernie Holmstock.

Motion carries: 7 - 0.

Jeff Hmara, a Walden resident, asked Lynn Linfante to obtain a sample example of the information that will be included in his report before proceeding.

Fred Laurie, a Palm Estates resident, said he would be interested in more information on this specialist for his Village.

**COMMITTEE AND AD-HOC COMMITTEE REPORTS:**

Government Liaison Report: Jeff Hmara, VRPB Councilman, said the Council met with Palm Beach County Commissioner Melissa McKinlay concerning the increase of number of homes that GL Homes wants to build, increasing from 400 to 4,000 homes. The Western Communities Council has been asked to look into this issue with GL Homes and make a recommendation. Jeff reported the Florida DOT Work Program now shows the money for the State Road 7 extension moving the money back for a 2017 start. Jeff mentioned that some of the manhole covers were lowered on Okeechobee Boulevard east of Royal Palm Beach Boulevard. Jeff spoke about the a possible sales tax increase of 1/2 to 1 cent. The money collected will be used for the infrastructure repairs that has fallen behind because of no revenue. This proposed sales tax increase is expected to be on the November 2016 ballot as a referendum.

**MGMA ARC Committee:**

Marty Ross reported on the MGMA ARC Committee meetings that were held on September 1, 17, and 29, 2015. A total of 17 ARC's were reviewed and approved by the Committee:

Nine (9) for exterior painting; two (2) for fence installations; two (2) for shutters installations; one (1) for solar panel installation; one (1) for front door replacement; and two (2) modifications to previously approved ARC's.

The MGMA Property Manager has done the final inspection and approved the return of 17 ARC deposits for: Eight (8) for exterior paint; one (1) for screen enclosure; five (5) for landscaping; one (1) for playset installation; and two (2) for gutters.

\$200 of ARC deposits were forfeited from ARC's that were approved over one year ago.

The ARC Committee recommends adding Kiwi roof to Color Scheme "LL", which was an oversight from last month's report.

Motion made by Bernie Holmstock to add the Kiwi roof color to Color Scheme "LL".

Seconded by David Schenkelberg.

Motion carries: 5 - 1. Max Mollohan voted against the motion. Charles Larsen abstained.

Pillar removal at individual Village entrance will be discussed later in the meeting as an agenda item.

Golf Course Liaison Report: Charles Larsen said that the Golf Course has received calls complaining about sand on certain areas of Crestwood Boulevard sidewalks. Charles will speak to Mike Brady at the Golf Course to see if something can be done to prevent the Golf Course sand from washing on to the sidewalks. Charles reported that there is a big golf tournament on November 7, 2015 and he asked that homeowners living on the Golf Course keep the rear of their homes and roofs clean and neat. Eileen Feiertag said that there will be a request in the September Board Update concerning this issue. Charles added that there are openings for the Thursday Night Scramble.

Lakes Liaison Report: Charles Larsen has been talking to FPL about how to get electricity to Lake #1 for a fountain. He will get more quotes for diffusors for Lake #18. The issue continues to be the source of electricity. Charles said Lake #14 had many dead small fish. According to Superior Waterways, the fish died as a result of lack of oxygen and heat in this shallow lake. Charles said an aerator is needed to turn the water over and there is a new aerator that is ½ horsepower and can be run from house electricity. This item will be discussed at budget time.

Activities Liaison Report: Bernie Holmstock mentioned that the children's Halloween event will take place on Saturday, October 24, 2015 from 2 to 4 pm. There will be costume contests, activity tables, light refreshments, and a magician. Please call the Clubhouse to volunteer, as we need about 10 helpers. If your child needs volunteer hours, this is a very easy way to obtain the hours and help out our Community!

Landscaping Liaison Report: Carolyn Hmara will meet next week with Lynn Linfante and High Standards to discuss plans for seasonal plantings at the monuments, the median, and the Clubhouse. She spoke about choosing colorful permanent plants instead of perennials. David reported on the amount of money remaining in the 2015 Budget available for the Fall flowers and holiday decorations. Charles Larsen mentioned the Alba Begonias on Crestwood Boulevard need trimming. Carolyn Hmara wants the dying Coleus in front of the Clubhouse to be removed. Donna Broder, an Oakmont resident, spoke against using permanent plantings.

MGMA Long Term Plan: Bernie Holmstock said an email request was sent calling for volunteers to participate in this Ad-Hoc Committee and he has received two responses from residents. Bernie said he plans on meeting late in the month or early next month.

### **UNFINISHED BUSINESS:**

#### **Lighting Project:**

Okeechobee and Crestwood Monuments: At this time the Board did not want to add any more lights to the east and west monuments. It was suggested to reposition the existing lights to get a better result. Lynn Linfante will contact Harold Salkin from Custom Lighting of America to discuss repositioning the lights after the Eugenia's are trimmed.

Clubhouse Lighting:

As there was no clear recommendation for this project, Maxine Yoss will set up a meeting with Lynn Linfante and Carolyn Hmara to prepare a recommendation to give the Board at the October meeting.

New Announcement Signs: Signs have been delivered.

MGMA ARC Motions: Motions have been posted.

Surge Protectors for Electric Panel: Project has been completed.

Tennis Court Minor Completion Project: Project has been completed. Eileen Feiertag encouraged the Board to look at the final product, as it finishes off the resurfacing.

Revision of Procurement Policy: Eileen Feiertag suggested modifying the MGMA Procurement Policy by raising the amount required for closed bids from \$1,000 to \$5,000 per project.

Motion made by Dave Schenkelberg to modify the MGMA Procurement Policy to read that all proposals for new projects, new contracts or service agreements should be received by the MGMA in a sealed bid envelope if exceeding \$5,000.

Seconded by Maxine Yoss.

Motion carries: 5 - 2. Carolyn Hmara and Max Mollohan voted against the motion.

Comments from the residents included two comments not to change the current policy and one comment on changing the policy so not to micro-manage the Property Manager.

Management Staffing on Weekends and Evening Hours: A procedure has been implemented.

Clarification on Policy of Homeowners Bringing in Private Instructor/Trainers: The motion has been posted.

Board Certification Session: Eileen Feiertag said the session was attended by 17 people. Allison Hertz and Mark Keegan from Rosenbaum Mollengarden did a great job and said they hope to be invited back again next year. A "Thank You" letter has been sent on behalf of the Association.

Holiday Lights:

Motion made by Bernie Holmstock to contract with North Star Holiday Lighting for \$1,850 to install the holiday lighting for the monuments and Royal Palms at the intersection of Okeechobee and Crestwood Boulevards.

Seconded by Dave Schenkelberg.

Motion carries: 7 - 0.

As there have been problems in the past with breakers tripping, Lynn Linfante recommended resetting the irrigation in that area during this period and covering connections with "torpedoes". Lynn has checked the company's references and they have been positive.

Replacement of Royal Palm Tree at Clubhouse: Lynn Linfante said she expects Perkins Tree and Landscaping to complete the job next week.

Shade Cover at Playground: Lynn Linfante said Jones Awning will be re-installing the shade cover on Thursday.

**NEW BUSINESS:**

Gym Equipment Repair:

Motion made by Maxine Yoss to have Pro Fitness replace the rolling wheel under the pedals on the older elliptical for \$388.71 and repair the Physio Step incumbent bike handle, which is under warranty.

Seconded by Bernie Holmstock.

Motion carries: 7 - 0.

Trimming:

Coconuts Around Pool:

Motion made by Bernie Holmstock to contract with Stimmler & Son Inc. to trim the 28 coconut palms located around the pool for \$994. Contract is to be revised to include removal of debris and cleaning of area.

Seconded by Maxine Yoss.

Motion carries: 5 - 2. Carolyn Hmara and Charles Larsen voted against the motion. Carolyn Hmara questioned the lack of a "statement of work" clearly identifying the work to be done. Lynn stated she called the contractors and had them come out to the site and she verbally explained the work project.

Eugenia's Behind the Okeechobee/Crestwood Monuments:

Motion made by David Schenkelberg to contract with Stimmler & Son to trim the Eugenia's behind the east and west monuments on Crestwood and Okeechobee and to revise the contract to include debris removal and cleaning of the area not to exceed \$735.

Seconded by Bernie Holmstock.

Motion carries: 6 - 1. Carolyn Hmara voted against the motion.

Sidewalk Paver Repair:

Motion made by Bernie Holmstock to have Hawkeye Pavers repair the pavers at the front entry of the Clubhouse walkway as described in their proposal not to exceed \$950 as recommended by the Property Manager.

Seconded by Charles Larsen.

Motion carries: 7 - 0.

The Board discussed putting in conduits while the pavers were lifted. The Board decided it was not needed at this time.

Banking Services:

Dave Schenkelberg described banking services now being offered by BB&T for protection on our main operating checking account. He stated that the Positive Pay service will cost about \$40-\$50/month and 8 cents per check and the ACH control is about \$20/month. As the Association is a corporation, we are not currently protected from fraud in this area.

Motion made by Dave Schenkelberg to engage BB&T's Positive Pay and ACH Control for our operating BB&T checking.

Seconded by Bernie Holmstock.

Motion carries: 7 - 0.

David will be in touch with Tallfield Associates to set up these programs.

Comcast Contract – Questionnaire? Eileen Feiertag presented a questionnaire drafted by Steve Feiertag and David Schenkelberg to send to the homeowners to poll our residents on how they would like our TV provider contract handled by the MGMA. Eileen asked the Board to review the survey and get back with any changes by Friday. It was decided to do a direct mailing to the homeowners around October 11, 2015.

Village ARC Pillars Removal:

Motion made by Dave Schenkelberg to allow Villages to remove the 4 entrance pillars at the Village entrance.

Seconded by Bernie Holmstock.

Motion does not carry: 0 - 5; Eileen Feiertag, David Schenkelberg, Maxine Yoss, Max Mollohan, and Bernie Holmstock voted against the motion. Charles Larsen and Carolyn Hmara abstained.

This decision was made after Board and resident input. The MGMA ARC Committee felt that this was a Board decision.

Deeding of Land: David Schenkelberg said that it was discovered that streets are not properly recorded with the Palm Beach Property Appraiser office. Some are listed as "owner", but never recorded in the "Official Record Books". Allison Hertz, Rosenbaum Mollengarden, provided the Board with a legal opinion about deeding property from the Master Association to the Villages. Allison said that the only way to transfer streets is through a Membership Vote. The Master can assign maintenance of Master property and the Villages must accept it. In addition, the Master does not have a deed to anything but the Clubhouse. It has not been deeded by court record; there is no book and page numbers.

Motion was made by Bernie Holmstock to have Rosenbaum Mollengarden draft an Assignment of Maintenance agreement to give to the following Villages: Oakmont, Fairfax, and Saratoga for ongoing maintenance of the streets. Motion was tabled.

David will reach out to the appropriate Property Managers of these Villages to have a discussion and before the attorneys are involved. It appears that more information is needed before the MGMA Board makes a decision.

**OPEN FORUM:**

Motion made by Bernie Holmstock to mention the delinquent unit addresses as part of our official minutes.

No second on the motion.

Motion dies.

Fred Laurie, a Palm Estates Village resident, said he has information on landscape lighting. He recommended an online vendor.

Jeff Hmara, a Walden Village resident, mentioned that he is not running for Mayor, but wanted to thank everyone for their support.

Marty Ross, a Saybrook Village resident, said two pieces of equipment in the gym are too close to each other. Lynn Linfante has been in touch with Pro Fitness to get their opinion.

David Schenkelberg asked about the aerial photo of Madison Green that Jeff Hmara had agreed to obtain from the VRPB. Jeff will remind the Village of Royal Palm Beach manager to get this for him.

**ADJOURNMENT:**

Motion made by Dave Schenkelberg to adjourn at 9:05 pm.

Seconded by Bernie Holmstock.

Motion carries: 7 - 0.

Meeting adjourned at 9:05 pm.

Respectfully submitted by:

Lynn Linfante

Property Manager

Approved on October 28, 2015