

CAUSTON BLUFF HOMEOWNERS ASSOCIATION MEETING MINUTES

APRIL 12, 2017

15 PIPERS POND LANE, SAVANNAH, GEORGIA 31404

DIRECTORS PRESENT:

Steve Premo, President

Joellen Cooper Pyles, Treasurer

Al Kritter, Vice President

Sally Hall, Member at Large

Lori Blass, Secretary

GUESTS:

Patrick Thompson, Associa

Sheri Estes, Cottage Steering Committee Chair

Steve Premo called the meeting to order at 10:00a.m.

Patrick Thompson, Associa President, was welcomed by the Board. Patrick gave the Board an overview of the status of Causton Bluff's transition from Premier to Associa. The Board and Patrick discussed setting up the community with two tax identification numbers and, according to Patrick, it would be beneficial for accounting purposes. Steve Premo asked for clarity on setting up two separate entities within Causton Bluff. The Board discussed that the entities could be named as "Causton Bluff Common" and the "Cottages at Causton Bluff".

Al Kritter made a motion to define one entity as "Cottages at Causton Bluff" and to define Bartow as "Causton Bluff" which encompasses all common under the Master Covenants. The Board took a unanimous vote.

Sheri Estes asked Patrick about communication methods that Associa will have in place with Causton Bluff owners. Sheri further stated that many residents do not have email and that it was necessary to have a method to effectively communicate with those owners. Sheri agreed to put important information on those cottage owner's mailboxes who did not have email. Patrick discussed the information package that will go out to all owners and will include a new owner information sheet and payment methods for monthly fees. Sheri stated that she will send out an email blast to all cottage owners with the Associa payment address. The Board agreed that there would not be any late fee charges on owner's monthly fees for April and May. Sheri informed Patrick that she would send him the Causton Bluff handbook. The Board discussed owners who sell and how Associa manages disclosures for owners selling their home. Patrick discussed setting up a community website. He also recommended the community newsletter be done as it currently is and not by Associa. The website will be set up for the use of Causton Bluff owners only. Patrick also stated that there will be someone from Associa in the

community monthly to inspect for covenant violations and that the community manager Patti Miller will be in Causton Bluff as often as necessary. The Board discussed covenant compliance. Patrick stated Associa's covenant compliance policy is 30 days. The Board discussed the need to develop an archive for Board history and a way for newly elected Board members to access Board history. The Board discussed Causton Bluff's Insurance coverage. Patrick recommended a Board portal and further recommended a symposium on insurance and common legal matters. It was brought up that as a result of the recent assessment for the dike project, Causton Bluff is looked upon in a better light with our insurance carrier since it demonstrated that our community is being maintained. The Board asked that Patti Miller, community manager with Associa, attend the next Board meeting on May 10th. The Board discussed the pool maintenance and opening date. Inspections and maintenance were not performed by Premier in time for an April 1st opening day. The Board instructed Patrick that next year we wanted Associa to open the community pool by April 1, 2018.

STEERING COMMITTEE:

Sheri Estes discussed an issue with a cottage owner's grass that had been replaced once by Causton Bluff's former landscape company due to incorrectly applied chemical treatment. The owner's grass died again. The Board denied the request that the HOA replace it. Sheri agreed to draw up landscape communication rules for the cottages. The issue with the entrance gate was discussed and Joellen agreed to contact Premier to have the gate turned to a manual rather than an automatic programmed time for opening. Currently the gate attendant cannot control the timing of the gate to open or close.

Steve Premo made a motion to have Associa engage with S.C. Security to oversee gate maintenance and gate attendants. The Board voted unanimously.

ASC:

The Board discussed the duties of the current Cottage ASC and the ASC according to the covenants. It was agreed that for archive purposes the Board must be clear how the ASC governs according to the covenants. Associa will be overseeing all ASC requests from owners.

Al Kritter made a motion to consolidate members of the ASC and the Cottage ASC as one entity with separately designated duties. The Board voted unanimously.

Steve Premo will contact owners whose recent landscape requests have been approved.

ACT COMMITTEE :

Nothing to report.

LAGOON COMMITTEE:

Brian McCarthy reported that it would be May before the DNR required vegetation is in place.

HARBOR COMMITTEE:

Nothing to report.

OLD BUSINESS:

The Board agreed to move forward with having Associa do a reserve study of Causton Bluff. Sally Hall reported on tree issues on common property in the Cottages. There was also discussion of rip rap behind homes on the Wilmington River as it relates to covenant requirements. The Board also discussed erosion issues throughout the community. The Board agreed both tree issues and erosion issues would be part of the common property survey and cost assessment. Sally will send an email to Patrick Thompson instructing Associa to move forward with having the reserve study done. Al Kritter discussed giving owners the option, at owner's expense, to improve their backyard common area with ASC approval. He further stated the need to start a dialog with owners regarding trees and owner's financial responsibilities. The Board discussed the direction that was necessary for the community to take to keep our community financially sound. Steve Premo reported on the sewer lift station. Steve agreed to oversee this project and to report an updates in the newsletter. Steve also raised questions concerning Elba Island and the effect the project has had on many Causton Bluff owners. Al Kritter told the Board of the vast amount of work that was done to halt the Elba Island, Kinder Morgan project. Steve will reach out to Kinder Morgan about the heavy traffic and noise issues they are creating.

NEW BUSINESS:

The Board has scheduled an appeal date of May 10th, 2017 with an owner for a solar panel installation violation.

EXECUTIVE SESSION:

Communication amongst the Board and Committee members was discussed regarding more effective ways to communicate.

Stucco repairs of an owner's home was discussed due to contractual requirements for the sale to close.

The Board discussed the newly installed cottage roofs and method of payment for those roofs.

The next Board of Director's meeting will be held on May 10, 2017 at 10:00a.m.

Meeting adjourned at 1:20p.m.

Minutes respectfully submitted by Lori Blass, Secretary.

