



CAMBRIDGE AT ABACOA HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting

November 15, 2004

MINUTES

The Board of Directors of Cambridge At Abacoa Homeowners Association, Inc. met on November 15, 2004 at 7:00 PM in the community center. Directors present were Ryan Copple, Vice President; Fran Sachs, Treasurer; John Armstrong, Secretary and Mark Outlaw. Patricia Feinberg was unable to attend. Chuck Strode represented *Bristol Management Services, Inc.* Several homeowners were also in attendance.

Call To Order: The meeting was called to order at 7:00 p.m. by the Mr. Copple, who advised that meeting notice had properly been posted and that a quorum was present.

Secretary's Report: The minutes of the October meeting were briefly reviewed. **Motion by Ms. Sachs** to accept the minutes with corrections noted above; seconded by Mr. Outlaw and **unanimously approved.**

Treasurer's Report: Financial statements for the month of October were briefly reviewed, as were accounts receivable and any collections actions currently underway. **Motion by Mr. Armstrong** to approve the Treasurer's report as presented was seconded by Mr. Outlaw and **unanimously approved.**

A draft of the proposed 2005 operating budget was presented to the Board. Ms. Sachs reviewed and discussed selected line item expenses which were contributing to the projected increase in total expenses. Reserves, as proposed, were also discussed in detail. The investment of long-term assets was discussed, and the options available to the Association will be reviewed and considered by the Board; Mr. Outlaw will review and make a recommendation.

Mr. Armstrong noted that sales tax was being collected electricity used by the Association, and that the Association should be exempt from such tax collection. Management was asked to request a refund on taxes collected, for a period of up to three (3) years prior. The costs of backflow prevention device testing were discussed. Management was asked to research the Cambridge files for any system information or drawings which would help the Board to understand the function and purpose of these devices.

After much discussion and some changes to the draft, Ms. Sachs recommended that the budget be formally adopted by the Board at its next regular meeting, in December. Notice of the meeting must be mailed to all homeowners, in compliance with recent changes to the State Statutes. **Motion by Mr. Outlaw** that the draft budget be presented to the Board for consideration and adoption at the December Board meeting, and that notice of that meeting be mailed to the homeowners, along with a notice of the projected assessment amount for January 1 (to be adjusted, if necessary, in April 2005). Motion was seconded by Ms. Sachs and **unanimously approved.**

Open Forum: The floor was opened to the members present, for comments, questions and concerns.

Homeowner participation in the adoption of the proposed budget was questioned; the Treasurer advised that only the Board members consider and vote upon the budget, but that the meeting is an open meeting and homeowners are notified that the meeting will be held.

Homeowners asked about the projected quarterly assessment amount.

Landscaping maintenance and service concerns were expressed and management will discuss these with *Saunders Management* and address them as appropriate. The owner of 171 Farmingdale discussed the need for straightening and removal of damaged plant materials, and inquired about the maintenance responsibilities for side and rear yards of Lots.

Homeowners were encouraged, by management, to participate in all phases of Association operations, through volunteer service on committees to attending meetings.

The owner of 117 Rockingham addressed the Board regarding an unresolved architectural review request; her original request was denied by the Committee in October, however notice to the owner was unduly delayed. The owner assumed the 30-day review period had expired without comment or action by the Committee, and therefore she assumed





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it had been approved. Mr. Outlaw advised that the hurricanes had delayed the Committee's meeting and review of requests during the month September and October, but offered to inspect the project with the homeowner, to review the proposed alterations and determine a viable solution.

Credit for lost service days with *Adelphia Cable* was discussed; management advised that this credit had already been requested.

The University Commons commercial property development plan was briefly discussed.

The installation of aerating fountains in the retention ponds along Military Trail was discussed; management was asked to contact NPBCID and/or Abacoa POA to determine the status of this project.

Manager's Report: A written report is attached to and made a part of these minutes. In addition –

Management was asked to have *Treasure Coast Irrigation* revise the current irrigation inspection and maintenance agreement to potentially include irrigation renovation. Management will coordinate a meeting between Ms. Sachs and the contractor, to discuss this matter further.

Abacoa POA will be contacted regarding unresolved street lighting installation issues on Promenade Way.

An apparently-abandoned vehicle on Promenade Way will be tagged for towing by the Jupiter Police Department, and management will attempt to determine the owner of the vehicle and contact the owner to discuss this matter.

Unresolved irrigation repairs will be brought to the attention of the contractor.

Committee Reports:

Architectural Review – Mr. Outlaw advised that the following requests were reviewed and decisions were rendered:

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| _____ | (Magyar) | - Installation of wet bar on rear patio – APPROVED |
| _____ | | - Installation of 18" satellite dish antenna - APPROVED |

Neighborhood Watch –Mr. Outlaw reported that the US Secret Service had recently created a Task Force to address the petty theft ring in the Town Of Jupiter.

Covenants – **Motion by Mr. Outlaw** to include the proposed amendments to the Leasing provisions of the *Declaraton* on the agenda for the 2005 annual meeting. Seconded by Mr. Armstrong and **unanimously approved.**

Unfinished Business:

Parking concerns on Merrimack Way – The owner of 102 Waterford responded to the Board with written concerns and suggestions to help alleviate the reported parking problems in this area. The Board will reply to the owner, and will determine the proper ownership of the roads in question, and obtain estimates for the construction of new parking spaces, for consideration at a future meeting. In addition, “no parking zones” may be considered for those areas in which visibility and vehicle/pedestrian safety are a concern. No additional action was taken at this time.

New Business:

NEXT MEETING: Monday, December 20, 2004 at 7:00 p.m.

There being no further business to come before the Board, the meeting was adjourned at 9:40 p.m.

