



CAMBRIDGE AT ABACOA HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting

April 18, 2005 7:00 PM

MINUTES

The Board of Directors of Cambridge At Abacoa Homeowners Association, Inc. met on April 18, 2005 at 7:00 PM in the community center. Directors present were: Ryan Copple; John Armstrong; Kris Gehring, Jim Sahnger and Mark Outlaw. 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 Mr. Copple. Meeting notice was properly posted, and a quorum of directors was present.

Secretary's Report: The minutes of the February 21 meeting were briefly reviewed. **Motion by Mr. Outlaw to accept the minutes as presented;** seconded by Mr. Copple and **unanimously approved.**

The minutes of the March 21 organizational meeting of the Board were reviewed; **Motion by Mr. Outlaw to accept the minutes as presented;** seconded by Mr. Copple and **unanimously approved.**

The minutes of the March 21 annual membership meeting were reviewed for content; no corrections were noted at this time. The minutes will be formally approved and adopted at the 2006 annual meeting.

At this time, **John Armstrong tendered a letter of resignation** (attached to and made a part of these minutes). The resignation was effective immediately, and Mr. Armstrong departed the meeting at this time.

Treasurer's Report: Mark Outlaw advised that he has solicited proposals for investment planning services, for the Association's reserve funds, and that he will review these proposals with the Board when all have been received. 'Laddering' of certificates of deposits, as an immediate temporary solution, was also discussed, however no action was taken at this time.

The application for a sales tax refund with *Florida Power & Light* was briefly discussed; management was asked to follow up on this application request with *Capital Realty Advisors* and *Florida Power & Light*.

The year-end financial review is in process. The CPA's representation letter was signed by the Treasurer and returned earlier.

OPEN FORUM: The floor was opened to the members present, for comments and concerns. Topics included - *Aggressive dog at 117 Waterford* - Discussion and action on this matter was tabled from a previous meeting. The matter is considered **resolved at this time** by the Board, pending any further complaints.

Posting of meeting agendas - Management was requested to ensure that copies of the upcoming Board meeting agendas are posted in the mailroom's bulletin board, and that additional copies are made available for attendees at each month's meeting.

Landscaping replacement - Many residents inquire about the Association's plan to replace landscaping materials damaged or destroyed by the hurricanes in 2004. The Architectural Review Committee will survey all Lots and the common grounds, to determine needs, and make a recommendation to the board at a future meeting. No additional action was taken at this time.

Manager's Report:

Insurance policy renewals - Management advised the Board that the Association's insurance policies had recently renewed, and suggested that property appraisals be obtained in order to update the insured values of the common property elements. **Motion by Mr. Outlaw that the Association obtain property appraisals for insurance purposes;** the motion was seconded by Mr. Sahnger, and **unanimously approved.**





CAMBRIDGE AT ABACOA HOMEOWNERS ASSOCIATION, INC.

Aerators in retention ponds on Military Trail – Management was authorized by the Board to propose the location of two (2) requested aerating fountains to the Abacoa POA. **Motion by Mr. Outlaw, seconded by Ms. Sahnger, and unanimously approved.**

Landscape maintenance service bids – Bids received to date were provided to Mr. Outlaw for review; Mr. Sahnger suggested that management review and make comments and recommendations based on the information received, as well.

Community inspections and violations notices – Many homes still have hurricane shutter panels in place on the exterior of the home; **Motion by Mr. Copple that all owners who have previously received violation notices from the Association now be notified to immediately remove the shutters, or the matter will be forwarded to legal counsel for compliance assistance.** Motion was seconded by Mr. Outlaw and **unanimously approved.**

Committee Reports:

Architectural Review - The committee has reviewed the matter of the alteration completed at **119 Andover**, and finds that the alteration was completed without prior approval. The Committee cannot provide approval for this project, due to community design standards, and finds that no hardship existed or exists which would necessitate approval of this alteration. Therefore, the committee recommends that the Board compel the owner to remove the structure. Management was then instructed by the Board to refer the matter to the Association's legal counsel; counsel will be requested to issue a demand letter that the owner remove the deck structure from the front of the house, and restore the area as it existed prior to the alteration, and also that the owner remove and restore landscaping alterations made in the summer of 2004, and that the owner remove and restore a block wall/trellis construction in the rear yard of the Lot (also completed without prior approval of the Committee).

Social – Mr. Copple solicited members for this committee, and proposed a number of community events in which this Committee could participate. Some local business owners have expressed interest in sponsoring community events; Mr. Sahnger will help to solicit a chairman for this committee, and attempt to organize a 'kick-off' social event.

Finance – No formal report was prepared at this time; Mr. Outlaw will solicit members for this committee, with initial tasks being to review and recommend reserve funds investment options, and 2006 operating budget planning.

Government Liaison - **Motion by Mr. Outlaw to authorize Kris Gehring to draft an official position letter on behalf of the Board, regarding the Rendina/University Commons commercial development project;** Motion was seconded by Mr. Copple and **unanimously approved.** Mr. Gehring will contact the Town Of Jupiter officials prior to drafting this letter.

Landscaping - The committee will make a formal recommendation to the Board at a later date, regarding the landscaping maintenance service bids.

UNFINISHED BUSINESS: The following matters were again brought before the Board –

Engineering study/Town Of Jupiter – There has been no new information or forward motion on the Town's part in many months. The Board requested that Steve Inglis of *Bristol Management* be asked to contact the Town's representatives once again, and if there is no response within 30 days, the Association will drop the matter. **Motion by Mark Outlaw, seconded by Mr. Gehring and unanimously approved.**





Abacoa

CAMBRIDGE AT ABACOA HOMEOWNERS ASSOCIATION, INC.

Lighting installation/improvements - An inquiry was made, as to DiVosta's obligation to install additional streetlighting in Cambridge, as per the original development or design plans; as yet, the system as proposed has not yet been completed, and this may be a Developer-turnover issue left unresolved. Mr. Outlaw with work with *Capital Realty Advisors* and will solicit estimates from FP&L for additional leased lighting installation costs.

Playground repairs and improvements - **A motion was made by Mr. Outlaw to authorize Cambridge resident John Lynch to research and make recommendations to the Board for replacement and enhancement of the current playground configuration.** Motion was seconded by Mr. Sahnger and **unanimously approved.**

Abacoa Trolley service - Ryan Copple advised those present of the recent Abacoa POA meeting regarding the continuation and funding of the trolley service. Some issues regarding non-resident use, and of vandalism in the communities served by the trolley, were discussed.

NEW BUSINESS: The following matters were brought before the Board for consideration and action -

Resignation of John Armstrong - Mr. Armstrong's resignation was acknowledged and accepted. **No action was taken at this time** to fill the vacant position on the Board.

There being no further business to come before the Board, the meeting was adjourned at 9:00 p.m.

