



CAMBRIDGE AT ABACOA HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting

May 16, 2005

7:00 PM

MINUTES

The Board of Directors of Cambridge At Abacoa Homeowners Association, Inc. met on May 16, 2005 at 7:00 PM in the community center. Directors present were: Ryan Copple; Jim Sahnger and Mark Outlaw. Kris Gehring was unable to attend. Chuck Strode and Steve Inglis represented *Bristol Management Services, Inc.* Several homeowners were also in attendance.

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.

Minutes of the April meeting were briefly reviewed. **Motion by Mr. Outlaw** to accept the minutes as written and presented; seconded by Mr. Sahnger and so approved.

Mr. Copple called upon the membership for volunteers to serve upon the Board, as a vacancy currently exists. No action was taken at this time.

The financial statement for April was briefly reviewed by Mr. Outlaw. Accounts receivable were reviewed; some delinquent accounts have been resolved (paid in full), and two accounts have a May 16 deadline for payment prior to liens being filed against the Lots.

Reserve funds investment was discussed. Mr. Outlaw advised that an account had been opened and established at Fidelity Federal Bank in the amount of \$200,000.00, currently earning the Prime Rate of 3.25%. *Capital Realty Advisors* also proposes a potential account wherein other client associations may 'pool' or 'piggyback' funds in order to obtain higher rates of return, however **no action was taken at this time.** Homeowner John Armstrong offered information from seven other financial institutions. The Board will consider these 3 and 5 year CDs as potential investments as well.

An OPEN FORUM was conducted, and the following issues and concerns were brought to the floor -

Landscaping service concerns - The installation of mulch throughout the community was discussed; concerns regarding depth of mulch, weeds in beds, and the like were voiced. Detail during regular monthly services was considered lacking, and there is a need for weeding to be done in all areas of the community. *Saunders Management* will be contacted regarding these concerns.

Landscaping material replacements (storm damage) - A resident inquired as to the expected time that the Association would replace plant materials lost or damaged by the 2004 hurricanes. The amount of required plant materials, in both common grounds and individual Lots, as required by the original development Plan, was also briefly discussed. Mr. Outlaw advised that an ad-hoc committee was to survey the entire community and determine needs, but has not yet been able to complete this task. Steve Inglis offered to conduct this survey using *Bristol* staff and then obtain competitive price quotes for installation and materials, in time for the June board meeting.

Tree trimming, pruning and thinning - It was requested that the Board consider having this work done throughout the community. The Board agreed to assess the need and address this project as needed. Some trees which may obstruct traffic control signs may need to be removed or replanted. Estimates for service will be obtained by management.

The manager's written report was briefly reviewed. Creation of a "no parking zone" on Merrimack Way was again authorized by the Board; management will obtain proper signs and will notify residents in the area that street parking is not permitted here due to a lack of designated spaces, and due to safety concerns.





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Various COMMITTEE REPORTS were heard at this time, including the following -

Architectural Review - 119 Andover Lane; the attorney's demand letter to the owner was briefly discussed. The owner has responded to Committee members, and indicated a willingness to comply with the Association's demand to remove unapproved structures and restore the Lot. Management was asked to research records and determine if the adjoining unit at ____ Andover has previously submitted a request for kneewall/trellis structure, and report back to the Committee.

Social - Mr. Sahnger advised that Mrs. Sahnger and Mrs. Benedetto have volunteered to co-chair this committee and will plan up to four events for the remainder of the year. Outside sponsors will also be solicited, to offset event costs.

Government Liaison - Mr. Gehring submitted a written report and advised that the Association's concerns regarding the University Commons development parcel may still be addressed with the Town Of Jupiter's officials.

A number of UNFINISHED BUSINESS items were briefly discussed, including the following -

Town Of Jupiter roadways and turnover engineering study - Steve Inglis advised the Board that the Town Engineer is requiring revised drawings showing the locations of all roadway boundaries, prior to accepting and effecting turnover of the roads to the Association. Inglis advised that the town's recent roadway equity proposals also complicated and stalled the progress of this transfer, as the Town contemplates whether or not to assume ownership and maintenance responsibilities of all roads. **No further action at this time; matter is tabled pending Town taking action.**

Affordable Housing Price Cap and Index for 2005 - The Town's index and cap adjustments were recently released, causing much discussion. These matters were briefly discussed by the Board, however **no action was taken at this time.**

University Commons - Construction site complaints were briefly discussed. Contact names and phone numbers for the project managers and construction supervisors will be provided to the Board, management, and Committees, so that complaints or concerns may be documented when they occur.

Playground equipment enhancement project - Homeowner John Lynch is chairing this project; Mr. Inglis suggested the volunteers consult with and visit the New Haven community, which recently renovated its playground area.

Clubhouse/mailroom maintenance - Mr. Inglis suggested the mail room floor be resurfaced with ceramic, non-slip tile, and that the clubhouse carpeting be replaced with commercial-grade high-traffic carpeting. Estimates will be obtained for the board's review at a future date.

Community crime - Recent break-ins in the Abacoa communities were discussed; Mr. Outlaw advised that the culprits had been apprehended by law enforcement.

Landscaping maintenance service bids - Management will prepare a basic cost comparison and make recommendations for the Board to review and consider prior to the next meeting.

The following NEW BUSINESS items were discussed, including -

NEXT MEETING - June 20 at 7:00 p.m.

Additional STOP signs at intersection of Promenade Way and Rockingham - Steve Inglis will consult with the Town Of Jupiter Police Department to seek Town assistance in placing additional signs at this intersection.

Administrative fees for web site services - An inquiry was made regarding fees charged for administrative tasks related to the Association's information posted on the web page maintained by *Bristol Management*. A complete accounting of charges incurred to date will be provided to the Treasurer for review.

There being no further business to come before the Board, the meeting was **adjourned** at 8:40 p.m.

