

The Ridge at the Bluffs Homeowners Association, Inc.

Board of Directors Meeting Minutes

September 27, 2017 – 6:30 p.m.

Location: 215 Cape Pointe Circle, Jupiter, FL 33477

Determination of Quorum: Board members present in person were Mary Jo Petterson, David Uhlfelder, Nicole Crain & Brenda Kerle. Mark Deluccia was on face time. Also present Lisa Sullivan, LCAM from Campbell Property Management and 34 homeowners were in attendance.

Call to Order: President, Mary Jo Petterson called the meeting to order at 6:30 p.m.

Dave Uhlfelder requested two items be added to the agenda. 1) Schedule of dates regarding the Amendment. 2) Discuss Amendment Change.

Dave Uhlfelder made a motion to accept the August 23, 2017 minutes with corrections 1) date of the meeting 2) The street address under open forum should be Sand Pine Dr. Nicole Crain seconded the motion. Mark Deluccia abstained he was not in attendance for the previous meeting. The remaining members were in favor. The motion passed.

Manager's Report: Lisa Sullivan gave the Manager's Report:

- Update on prep and clean-up from Hurricane Irma
- The gazebo has been repaired
- Palm Beach Marble received the deposit for the bathrooms but due to the storm they are behind on schedule. No start date is available at this time.
- Semi-annual inspections were schedule for the beginning of September but the hurricane has set us back. The staff will complete in October.

Treasurer's Report: Nicole Crain reported on the financial statements for the period ending August 31, 2017. Report attached as Exhibit A.

Committee Reports: Lisa Sullivan gave the ACC report for the period of August & September. All standard request no denials.

Old Business:

1. Review proposed calendar for October 2017:
 - a. 1st week of October – mail out amendment
 - b. Oct. 12th – Comcast event at rec center
 - c. Oct. 18th – Board meeting with questions & answers on Amendment
 - d. Oct. 25th – Special meeting to vote on Amendment
 - e. Nov. 15th – Board meeting to discuss/vote for online voting.

It was noted the Property Manager would obtain information of companies who handle the online voting which would include pricing to be available for the next board meeting.

2. Amendment changes – Dave Uhlfelder made a motion to add the language in section 4.4 (3) which would be proportionate to the number of board members elected. Example: if the number of members is 3 the staggered terms would be 2 + 1, if 5 members it would be 3+2 or 7 members it would be 4 + 3. Nicole Crain seconded the motion. Brenda Kerle was in favor, Mark Deluccia and Mary Jo Petterson were against. The motion passed.

Nicole Crain made a motion in order to expedite the amendment corrections the board will agree to proceed with recommendations the attorney has regarding the previous motion. Mary Jo Petterson seconded the motion which passed unanimously.

3. September Comcast Event – The September Comcast event was cancelled due to the hurricane. October 12th will be the next event.
4. Update on bids for management and landscape contracts - Dave Uhlfelder reported he had completed the first draft for the specs on the management bids. He and Brenda Kerle will meet with the property manager to discuss and then it will be given to the board for review. Nicole Crain gave a draft of the landscape specs for the board to review and discuss at the next board meeting.

New Business:

1. Unauthorized Tree Removal at 149 Ocean Pines – After a discussion, Mark Deluccia made a motion to have the homeowner have the stump ground out and have the homeowners replace the tree in the same spot with a 15 foot or higher Live Oak. The tree must be installed by a license arborist and the root ball must be contained. The homeowner will have 30 days from the date of notice to complete the work or will receive a \$100 a day fine up to \$1,000.00 until completed. Mary Jo Petterson seconded the motion. With all in favor the motion passed.
2. Fine Discussion – 129 Sand Pine Drive/Pond attached to neighbors wall – After a discussion, Mark Deluccia made a motion to have the homeowner remove the pond and any other items off the neighbors wall. He is to repair and paint any damage to the wall where needed. If the homeowner would like to move the pond past the two foot easement they must submit an application to the ACC. The homeowner will have 30 days from date of notice to complete the request or will receive a \$100 a day fine up to \$1,000.00 until completed. Mary Jo Petterson seconded the motion. With all in favor the motion passed.
3. Bids for a saltwater pool system – Dave Uhlfelder made a motion to get bids to install/maintain a salt water system for the pool. This bid must include the ramifications, if any, on the existing heat exchanges. Nicole Crain seconded the motion. With all in favor the motion passed.

Open Forum - All questions were addressed.

With no other business before the Board, Mary Jo Petterson adjourned the meeting at 8:20

Respectfully Submitted,

Lisa Sullivan, LCAM

For and on Behalf of the Board of Directors

APPROVED: October 18, 2017