

The Ridge at the Bluffs Homeowners Association, Inc.

Board of Directors Meeting Minutes

January 17, 2018 – 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, Brenda Kerle and Mark Deluccia. Nicole Crain was on facetime. Also present Lisa Sullivan, LCAM and James Hotchkiss, Regional Director from Campbell Property Management.

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

Mark Deluccia made a motion to accept the minutes of the December 20, 2017 board meeting. Brenda Kerle seconded the motion which passed unanimously.

Manager's Report: Lisa Sullivan gave the Manager's Report: Attached as Exhibit A

Treasurer's Report: Nicole Crain reported the year end financials were not available for this meeting.

Committee Reports: Diane Goolgasian gave the ACC monthly report. All standard requests. The ACC voted on Monday January 15, 2018 to change the current 3 color paint schemes down to 2 color paint schemes. The committee also voted to remove 2 of the existing color schemes.

Old Business:

1. Improvements to common areas: Knoll Way has been completed. Cape Pointe is put on hold until the irrigation is sufficient. Dunes Edge improvements will be addressed at the next meeting.
2. Update on Management & Landscape bids – Spec sheets are still in process. No bids have been obtained at this time.
3. Bids on salt water system – Five pool companies have been contacted. One proposal has been received. Auto Pilot, Mako Pools, Almar Jackson, RHR Pools & Fountain Blue Pools. James Hotchkiss gave another company to contact for a bid. The board requested one more bid before the issue was closed.

New Business:

1. Board discussion/vote to have Board members be a member of some or all of the committees:

Dave Uhlfelder made a motion as follows: The board and/or the President (except for the ACC Committee) has the option to appoint alternates (preferably a board member except the Fair Hearings/Fines Committee) to a committee. Alternates will have the right to take part in the meetings. If a Committee Member is not present in person or by telecommunication then the alternate would have voting rights at the meeting. If a vacancy occurs the alternate will serve as a committee member until a new appointment is made. Brenda seconded the motion. Mark Delucca, Mary Jo Petterson & Nicole Crain were opposed. Motion failed.

Nicole Crain made a motion for the Board to have the ability to appoint liaisons to committees and allowing Brenda Kerle to serve as the liaison to the ACC. Mark Deluccia seconded the motion, with all in favor the motion passed unanimously.

Open Forum - All questions were addressed.

With no other business before the Board, Mary Jo Petterson adjourned the meeting at 7:40 pm

Respectfully Submitted,

Lisa Sullivan, LCAM

For and on Behalf of the Board of Directors

APPROVED:

Ridge at the Buffs Board Meeting – January 17, 2018
Manager's Report
Exhibit A

Sales/Leases: 2 Sales year to date. 3 Certificate of approvals for Leases year to date.

Maintenance/Irrigation: Marcos & Emilio added the necessary irrigation to Knoll Way for the trees and sod. The green “welcome home” signs and HOA signs have been repainted. No major irrigation breaks have been reported. All work orders completed timely.

Landscape: CPM has been on site last week and this week treating for weeds on the common ground and home fronts. 90% of hurricane sod damage has been replaced.

Tree Services has begun the trimming of the Oaks. 100 Plants were planted all along Bluffs Blvd to fill in some of the bare spots.

Other Misc.:

1. Knoll Way sod and trees have been installed. We are looking into getting a bench/swing for the area.
2. Several floor tiles in the office popped up and we are working on the repairs. Getting the tile to match is an issue and we might have to obtain bids to replace the tile for the entire back office.
3. A large number of Semi Annual inspection completion forms have been returned and re-inspected.
4. I have begun getting bids to resurface the tennis court.
5. Sidewalk cleaning by Rick's Pressure Cleaning is scheduled for February. The exact date will depend on the weather and an eblast will go out once the date is confirmed.
6. Senior Lounge Chairs are two weeks from delivery.
7. Many Homeowners returned their online voting approval forms and we are in the process of uploading the information to BPBallot.
8. First Notice of the Annual meeting were sent out along with Intent to Run forms.
9. The pool has a possible leak. Mako will need to close the pool for approximately 3 hours to perform the leak detection. The community will be notified once the date is confirmed.
10. The preliminary information has been sent to our accountant so he can begin the 2017 Audit and tax return.

Respectfully submitted,

Lisa Sullivan Property Manager