

The Ridge at the Bluffs Homeowners Association, Inc.

Board of Directors Meeting Minutes

July 18, 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 Nicole Crain. Mark Deluccia was on facetime. Also present Lisa Sullivan, LCAM and James Hotchkiss from Campbell Property Management and 10 homeowners.

Call to Order: President, Mary Jo Petterson called the meeting to order at 6:35 pm. Mary Jo Petterson added three items to the agenda under new business.

Nicole Crain made a motion to accept the meeting minutes of June 20, 2018. Mary Jo Petterson second 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 on the financial statement for the period ending June 30, 2018. No major expenditures in the month of June.

Committee Reports:

Document Committee: The committee should have a draft plan ready to submit at the August Board meeting.

ACC: Ralph Lamp gave the ACC monthly report. 21 applications were received and were all standard requests. The metal fencing is becoming hard to find therefore the committee approved 1 application for a fence that has a slight variation from the standard ones in the community. The ACC stated there is interest from homeowners on different roofing material so the ACC is recommending the board appoint a committee to research alternatives for roofing.

Old Business:

1. **Update on Management & Landscape bids** – Three bids received for the management contract were reviewed by the board at the July 13th workshop. **Nicole Crain made a motion to retain Campbell Property Mgmt with the terms outlined on the bid submitted. The contract will need to be reviewed by counsel before finalized. Mark Deluccia second the motion which passed unanimously.**

Landscape Contract - Nicole Crain reported once some minor changes are made she will forward the final specs to the board for approval. It is expected the bids will coincide with the upcoming budget process.

2. **Change of Legal Counsel** - **David Uhlfelder made a motion to cancel the upcoming meeting with current counsel and change legal firms, which would include interviewing at least three new legal firms. Brenda Kerle second the motion. With 3 members in favor and 2 against**

the motion passed. It was noted Mary Jo Petterson would set up appointments to interview prospective attorneys.

3. Tennis Court resurfacing - The manager reported the contractor came back and repainted the court but did not address the current peeling issues. She is working with an outside company to get a written opinion on the poor workmanship in order to hold the contractor responsible. **Mark Deluccia made a motion not to use the previously approved bid from Armor Courts and to accept the bid submitted from Fast Dry Courts for resurfacing of the Southwest court in the amount of \$6,300.00. Including a additional amount, not to exceed \$300.00, to replace the net at the mangers discretion. Nicole Crain seconded the motion which passed unanimously.**

New Business:

1. Bids for hedge replacement at the rec center parking lot - **Brenda Kerle made a motion to accept CPM's bid in the amount of \$\$4,537.00 to replace the entire hedge with Calusia plants. The contract must state the plants will be warrantied for 1 year. Nicole Crain second the motion which passed unanimously.**
2. Addendum to Campbell Contract to implement online application process - This item was tabled pending more information on the cost to the Association.
3. Bench request on Ridge Road - Board unanimously agreed not to place a bench on the common ground located at the top of Ridge Road facing the highway.
4. Appointment of an alternate for ACC & Landscape - **Mary Jo Petterson made a motion to appoint Sheila Grennan as a alternate to the two committees on a "as needed basis" when require to establish a quorum. Nicole second the motion which passed unanimously.**
5. Roofing Committee - **David Uhlfelder made a motion for Mary Jo Petterson to appoint members to investigate other roofing alternative material for the Ridge. Nicole Crain seconded the motion which passed unanimously.**

Open Forum - All questions were addressed.

With no other business before the Board, Mary Jo Petterson adjourned the meeting at 8:00

Respectfully Submitted,

Lisa Sullivan, LCAM

For and on Behalf of the Board of Directors

APPROVED: SEPTEMBER 11, 2018