

Millhopper Forest Homeowner's Association, Inc.  
Board of Directors Organizational Meeting

April 12, 2016  
Fox Residence  
5130 NW 57<sup>th</sup> Street  
Gainesville, FL 32653  
6:00 PM

Minutes

Location

Fox Residence, 5130 NW 57<sup>th</sup> Street, Gainesville, FL 32653

Call to Order

The meeting was called to order at 6:18 PM.

Attendance, Roll Call, Determination of Quorum

Board members present were Tracy Connors, Sig Freund, David Fox, Chuck Goad and Steve Scanlan a quorum was established. Representative present from Guardian Association Management was Kelly Burch.

Reading and Disposal of Any Unapproved Minutes

Chuck made a motion to approve the minutes of the January 20, 2016 Board Organizational Meeting as written. David seconded the motion and it was approved unanimously.

Reports of Officers

Steve Scanlan - President: No Report

Tracy Connors – Secretary: Tracy reported that he is working on the next Newsletter and will include information from the meeting as well as issues that have come up between meetings.

Unfinished Business

**Review of Action Items:** The Action Items were reviewed and updated, attached.

- Pressuring washing: Three bids were presented for pressure washing of all common area sidewalks and curbs, all street signs, dock and front wall. Tracy made a motion to accept the proposal from JFJ Pressure Washing, LLC to exclude the brick wall, noting that only soapy water be used on the street signs. David seconded the motion and it was approved unanimously. Management was asked to have J.M. & Associates to clean all shrubbery and foliage off of the top of the wall.
- Paint at Gate: Management presented a bid from Asphalt Pro for paint and thermoplastic at the gate area which indicates where vehicles should stop to wait for the gate to open. Tracy made a motion to give Kelly authority to proceed with thermoplastic after receipt of another bid so long as the cost does not exceed \$750.00. David seconded the motion and it was approved unanimously.

New Business

**ARC Variances at 5733 NW 52<sup>nd</sup> Place:** It was noted that there were two variances from the original submittal, the first was that the walkway leading back from the driveway to the house was concrete and not flagstone and the second was that a tree not pictured in the diagram was removed to accommodate the driveway installation. It was decided by consensus that the concrete walkway was acceptable and the owner agreed to replant a tree in the common area in space that had a tree previously removed.

**Items in Retention Areas:** It was decided by consensus that owners should be allowed to use the retention areas when there is no water in them but all personal belongings must be removed when the area is left. Tracy will provide details and information on this topic in the newsletter.

**Board Policy vis-à-vis support for Special Events:** The establishment of a budget for a "Social Committee" was discussed at length. It was decided by consensus that a line item for "Social Committee/Events" will established in the 2017 Budget. It was suggested that an event request form be created and required for any owner that wished to

hold a Social Event and desired Association funding. Tracy made a motion that Saveela Asad be reimbursed \$116.78 for expenses on the Easter Egg Hunt. It was seconded by Sig and approved unanimously.

**HOA Covenant Review Process:** The current documents were discussed at length as it was noted that they have been in place since the inception of the community with no significant material amendments. Tracy suggested a methodical, structured review of the documents with any proposed amendments going before the membership at the January 2017 Annual Meeting. The Board and Management agreed to review the documents for any items that stood out that need to be changed and discuss at the next Board Meeting.

**Covenant Non-Compliance Notification Process:** Kelly explained the Covenant Non-Compliant process that is followed in other communities and offered to send sample owner letters to the Board for review. Kelly suggested that inspections be completed once per month and letters only be sent after the Board is satisfied with the drafts and from Management's inspection. If complaints come in that are not associated with the monthly inspection, it should be forwarded to the Board for confirmation prior to a notice being mailed. The Board agreed by consensus that the procedures sounded fair.

**Other:** Tracy stated that he would like to recognize the dedication and personal commitment by Rita Sutherland and Alice Wheeler to restore and beautify the entrance landscaping and signage to Millhopper Forest. Their willingness to personally refurbish the signage and water the new plantings, ensured the survival of the new plants and shrubs, and protected the Association's investment. Washing the mildewed signs by hand protected the finish, restored much of the original vibrance, and exemplified the spirit of this fine neighborhood. Their service reflected great credit on themselves and on Millhopper civic pride.

#### Adjournment

There being no further business, the meeting was adjourned at 8:32 PM.

Respectfully submitted by Kelly Burch, Guardian Association Management