

Millhopper Forest Homeowner's Association, Inc.
Board of Directors Meeting
July 14, 2016
Millhopper Library, Meeting Room B
3145 NW 43rd Street
Gainesville, FL 32606
6:00 PM

Minutes

Location

Millhopper Library, Meeting Room B, 3145 NW 43rd Street, Gainesville, FL 32606

Call to Order

The meeting was called to order at 6:24 PM.

Attendance, Roll Call, Determination of Quorum

Board members present were Tracy Connors, Sig Freund, 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

Tracy made a motion to approve the minutes of the April 12, 2016 Board Meeting as written. Chuck seconded the motion and it was approved unanimously.

Reports of Officers

There were no Officer Reports.

Unfinished Business

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

- Dock Repair: Tracy reported that the bench seats have been removed and have more extensive damage than originally believed. He will begin the repairs to the dock over the weekend and anticipates that the project will last approximately one week. Kelly asked that he provide her with receipts for all materials for reimbursement.
- Street Lights: Management reported that it was difficult to get estimates for repair to the street lights as all companies would have to visit the property at night and would have to charge a fee to get an accurate count on how many lights needed to be repaired. Management was directed to get a price list from three contractors which identifies part and labor costs individually to email to the Board.
- Sign at Entrance: Management was given approval to order the sign needed at the entrance from Signs By Tomorrow. It was also noted that they would paint the post that was not previously painted when the sign was installed.
- Wetland Outfall Structure: Steve reported that he met with a neighbor from the Huntington Community and was able to view the structure. Water has not gotten high enough to flow into the structure, however, Steve did note that the inlet flows into the front yard where there is another structure which is filled with 8-10 inches of sand. Kelly was asked to communicate with the management company of Huntington to alert them of the issue.
- Pedestrian Gate: Management presented bids from Gainesville Ironworks and Commercial Gates and Electric for closing mechanisms on the pedestrian gate. It was decided by consensus to move forward with the proposal from Gainesville Ironworks.
- Cracks in the Asphalt: It was noted that there are still many cracks located near the gate. Kelly was asked to have the asphalt company come back out to review the work
- Benches in the Common Area: The Board agreed by consensus that they preferred the cypress and concrete style benches and they would need to be placed on some sort of concrete or paver pad if

installed. Kelly was asked to check with the Association's insurance carrier regarding the possibility of increased cost of coverage due to increased liability. Kelly was also asked to check with the manufacturer for details on durability in the Florida climate and if replacement parts are available.

- **Light at the Second Cottages Sign:** Management reported that the landscape committee and the landscape company plan to work on a design for the length of fence that runs between the two Cottage sign to include in the 2017 budget. It was recommended that installation of the light be tabled until the landscape project was completed to avoid any damage to wires. It was noted that any electric wires should be installed at the fence.
- **Crack in Brick Wall:** Steve reported that he found a second crack on the west side of the entrance as well as the crack on the eastern side. Management was asked to contact Allan Spear Construction for a full inspection of the wall and estimate for repairs.

New Business

HOA Covenant Review Process: Management was asked to reach out to McCarty, Naim and Keeter to obtain a ballpark figure on cost for amending the governing documents.

Covenant Non-Compliance Form: Management presented a form, that had been circulated via email to the Board, as a requirement for submitting a complaint to the Board. Management was directed to notify owners of routine issues with friendly notices but keep the Board in the loop. If any violation letters were to be sent to owners, the Board should be notified prior to those notices going out. Additionally, if an owner lodges a complaint, management should get information in writing, via email is acceptable but the use of a specific form is not required.

Mailbox at 5707 NW 50th Place: There was not adequate time to discuss the issue as the library was closing and staff was asking the group to vacate the building. Steve asked that the issue be tabled.

Adjournment

There being no further business, the meeting was adjourned at 8:29 PM.

Respectfully submitted by Kelly Burch, Guardian Association Management