

Bristol Harbour Property Owners Association, Inc.

c/o Guardian Association Management
530 West University Avenue, Gainesville, FL 32601
Telephone: (352)352-4812 / Fax: (352)562-7453
Kburch@GainesvilleGAM.com

Annual Meeting of the Members

April 22, 2017

9:30 AM

Community Picnic Tables

NE 101st Avenue

Earlton, FL 32631

Location

Community Picnic Tables, NE 101st Avenue, Earlton, FL 32631

Call to Order

The meeting was called to order at 9:49 AM.

Attendance, Roll Call, Determination of Quorum

The roll was taken by sign-in sheet; proxies were certified. There were ten (10) members present; eight (8) in person and two (2) via proxy. A quorum was established. Representative present from Guardian Association Management was Kelly Burch.

Proof of Notice of the Meeting

A signed, notarized affidavit is included in the meeting packet that notice of the meeting was mailed, or emailed to all Unit Owners.

Election of Directors

Bob Mckey made a motion to appoint Valerie Mickler to the Board of Directors. Brent Salley seconded the motion and it was approved unanimously.

Financial Report

Management reported that the Association had \$20,530.98 in the Operating account with Ameris Bank and \$49,092.05 in the Reserve account with Ameris Bank. Discussion took place on the items that the Association had reserved for and whether a General Reserve line item could be set up so that funds could be used for any reserve item. Current statutory requirement allow only for reserve funds to be spent on the item that they are reserved for.

Old Business

Brett Beckett reported that the gutter guards that were installed in 2016 had done a wonderful job at keeping debris out of the gutters. The gutters had been blown off on April 20, 2017.

New Business

- Brent Salley discussed his lack of knowledge of the documents and apologized for completing tasks without obtaining prior approval of the Association. Management advised that when notified of a change in ownership a letter is sent to the new owner which could include additional information that the Association chooses. Management was asked to include information on where to find the Association documents and bullet point information on parking, ARC information, pet information, tenant approval rules and that the beds in front of the units belong to the unit owner and require unit owner maintenance.
- Mulch bed cleanup: Management presented a proposal from J & J Lawn Maintenance Service for cleaning out and mulching of plant beds in the amount of \$1,388.76. David Ling made a motion to approve the proposal contingent on pine bark being installed. Susan Reisdorph seconded the motion and it was approved unanimously. It was requested that someone meet with the contractor onsite to go over the scope with him and look at the shrubs in the beds with him for adequate trimming. David Ling volunteered to meet onsite with him.
- Palm Tree Trimming: Management presented proposals from Gray's Tree Service and J & J Lawn Maintenance Service to trim the Palm Trees throughout the property. The proposal from Gray's Tree Service was \$2,000.00 and the proposal from J & J Lawn Maintenance Service was \$2,500.00. Brent Salley made a motion to accept the proposal from Gray's Tree Service. Susan Reisdorph seconded the motion and it was approved unanimously. Sean Butler noted that there were some large limbs hanging over his building that needed to be looked that could possibly be added to the Palm Tree trimming.
- Pressure Washing: Management obtained two proposals for pressure washing, one from Buddy Nappy painting in the amount of \$4,050.00 for the buildings and cement walkways and curbs. The second was from Coastal Maintenance in the amount of \$3,625.00 for the buildings, garages, and all concrete. Management was asked to contact Coastal Maintenance and remove the garages from the proposal along with the boat ramp and wall to the right of the ramp. Pressure washing was tabled at that time.
- Landscape wall at units 5 and 6: It was discussed that railroad ties are missing from the landscape retention wall on the northern side of units 5 and 6. Proposals had been obtained previously to remove the railroad ties and install an interlocking concrete wall in that area. Brett Beckett suggested that a special assessment would be necessary for the project and all owners present were in favor. It was noted that a Board Meeting would be held later to discuss a special assessment for the project.
- Boat Ramp: Power loading of boat and jet skis was discussed as summer was coming up. All boats and jet skis are to be winched on and floated off.
- Dumpster Area: There were a few occasions when the dumpster area had been overfilled due to boxes thrown in the dumpster not broken down properly or large furniture items placed in the dumpster. Everyone was reminded that large items should be broken down or hauled to the dump.

- Sprinkler System: Brett Beckett reported that the sprinkler system has many leaking heads as they could not find the valves. Management reported that they had a contact with a valve finder and would obtain pricing for his service to locate the valve.

Adjournment

There being no further business, the meeting was adjourned at 11:07 AM.

Respectfully submitted by Kelly Burch, Guardian Association Management