

The Cottages at Millhopper Forest Homeowner's Association, Inc.  
Board of Directors Meeting  
October 24, 2017  
Office of Guardian Association Management  
530 West University Avenue  
Gainesville, FL 32601  
6:00 PM

Minutes

Location

Office of Guardian Association Management, 530 West University Avenue, Gainesville, FL 32601

Call to Order

The meeting was called to order at 6:03 PM.

Attendance, Roll Call, Determination of Quorum

Board members present were Penny Bugos, 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

Penny made a motion to waive the reading and approve the minutes of the August 29, 2017 Board Meeting. It was seconded by Steve and approved unanimously.

2018 Budget Workshop

The 2018 Proposed Budget was discussed at length with several changes made, copy attached. As part of the Budget workshop many items were brought up and discussed.

- It was clarified that the lawn maintenance contract with J.M. & Associates that was signed in January of 2017 is a three (3) year contract. The Board asked management to speak with Jeremy regarding the attention to detail that is needed and the areas that are lacking currently.
- The Board agreed by consensus to stop obtaining proposals for lawn pest and fertilization contracts and asked management to speak with Burford Brothers about the level of service that has been provided as they wish to see in an increase in communication and appearance in the lawns.
- The sidewalks/curbs and driveways within the community used to be pressure washed by the Association and the cost was included as part of the monthly assessment. The Board directed management to obtain bids on annual pressure washing of these areas to include in the budget.
- The mulching of the front and side yards was discussed as it used to be included in the monthly assessment as well and completed by the Association. Management was directed to obtain a proposal from Jeremy on the cost of the service.

Management informed the Board that Reserve Account balance no longer met the minimum balance requirement and was accruing \$10.00 fees each month. Penny made a motion to move the minimum amount required to the Reserve account to prevent the low balance fees and request a refund. Steve seconded the motion and it was approved unanimously.

It was reported that the benches located around the retention pond has still not been bolted down and there were two (2) slats that needed to be replaced. Additionally, it was reported that there were common areas that needed to be sodded as limbs had been left on them for so long.

Adjournment

There being no further business, the meeting was adjourned at 7:20 PM.

Respectfully submitted by Kelly Burch, Guardian Association Management