

Oak Ridge at High Spring Homeowners' Association, Inc.

c/o Guardian Association Management
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Board Meeting

March 12, 2019

High Springs New Century Woman's Club

23674 West US Highway 27

High Springs, FL 32643

6:30 PM

Minutes

Location

High Springs New Century Woman's Club, 23674 West US Highway 27, High Springs, FL 32643

Call to Order

The meeting was called to order at 6:31 PM.

Roll Call/Certification of Quorum

Board members present were Dick Brodbeck, Rick Howe, David John and Lindsey Redding. A quorum was established. Representative present from Guardian Association Management was Kelly Burch.

Review and Adoption of Agenda Items

Dick suggested that owner comments be moved below "Old Business" to keep the meeting on track and moving forward. Rick made a motion to accept the agenda as amended. Lindsey seconded the motion and it was approved unanimously.

Consideration of Minutes of the Last Meeting – January 8, 2019

Dick made a motion to accept the minutes of the January 8, 2019 Board Meeting as written. It was seconded by Lindsey and approved unanimously.

Committee Reports

- Budget Committee: Dick Brodbeck provided an update on the 2018 year-end and stated that the expenditures exceeded the budget by approximately \$1,695. He also provided a report on the Special Assessment collection and expenses for legal fees. He reported that \$11,500 had been billed for the Special Assessment, \$10,000 had been collected and \$1,500 was still outstanding from homeowners. Additionally, he reported that there were still unpaid attorney invoices from the phase II roadway dispute with the city that the Association would pay in 2019. He also reported that there were eight (8) accounts that were being sent to the attorney for collections and that the pressure washing at the entrances had been completed within the budgeted amount for 2019.
- ARC Committee: Kevin Tibbetts reported that he was working to update the ARC forms as they were last updated in 2017. He provided the Board with a full five (5) page packet to review.
- Fines/Rules Committee: Tom Storey reported that there was vast improvement since the November inspection. He stated that the Committee wished to discuss the requirement for shrubs to be no taller than 1/3 the height of the window with the Board as they felt that some of the shrubs would die if cut back that low or were planted and maintained in manner that they were meant to be that tall. Dick suggested that the Committee draft revised language and send to the Board to review.
- Social Committee: Lindsey Redding reported that a Newsletter had been sent out with invoices to all owners which listed all upcoming events.

Manager's Report

Kelly Burch explained to owners that a reasonable response time for emails and phone calls was 48 business hours. Additionally, she stated that some items did not warrant a return phone call, a report of tall grass for example, as she couldn't tell an owner the status of another property's account. She also reported that payments could be made online via a credit card through the management company's website. Rick requested the option to make payments monthly. Kelly stated that he could make payments at any point, however, unless the Association billed monthly the management

company could not pull out funds electronically (ACH) monthly. Rick made a motion to bill owners monthly. There was no second, the motion failed.

Legal Report

There was no legal report.

President's Report

Rick reported that the phase II roads were still in limbo. Permits were being pulled for the houses that were in process of being built, however, any home that was sold in the community required a disclosure of the roadway issue. Rick stated that he was still working on phase 3 and 4 and was in discussions with the City on those.

Old Business

There was no old business to discuss.

Owner Comments

Bill Biello asked if Special Assessments were being collected as part of the collections process. Kelly reported that they were. He noted that the ARC forms that the Association was using were created with the help of Julie Naim and that the entrance sign on left, when entering the community, did not get cleaned properly and was still moldy. He stated that he felt the disclosure form sent regarding the roadway issue was concerning and that the Association should allow the seller and realtor to disclose the roadway issue and not be involved.

Bill & Mia Biello's Realtor stated that a sale had been lost due to the roadway issue. She noted that she believed the language should be tweaked and that the owner of the property should sign the disclosure only.

Jim Brown stated that the Association should reach out to the City Commissioners and the TV stations to cover the roadway issues if the City Manager continues to work with the Association.

Will Biello stated that he felt like the Association was holding the owner's hostage with the disclosure that was issued to him and his realtor.

New Business

There was no new business to discuss.

Adjournment

There being no further business, the meeting was adjourned at 7:49 PM.

Respectfully submitted by Kelly Burch, Guardian Association Management