

Oak Ridge at High Spring Homeowners' Association, Inc.

c/o Guardian Association Management
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Board Meeting

May 14, 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 6:01 PM.

Roll Call/Certification of Quorum

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

Review and Adoption of Agenda Items

David made a motion to approve the Agenda with the Community Assistance Program added to New Business. Dick seconded the motion and it was approved unanimously.

Consideration of Minutes of the Last Meeting – March 12, 2019

David made a motion to accept the minutes of the March 12, 2019 Board Meeting as written. It was seconded by Dick and approved unanimously.

Committee Reports

- Budget Committee: Dick Brodbeck provided an overview of the April financials and stated that the Association was in good shape. He reported that there were no outstanding bills, there was an amount of \$9,600.00 in accounts receivable with \$3,300.00 of that amount at less than 30 days delinquent. There was 1 account at the attorney, 4 had been sent a second notice of delinquency and 5 had been sent a first notice of delinquency.
- ARC Committee: Kevin Tibbetts reported that they had only received one expedited request since the last meeting.
- Fines/Rules Committee: Tom Storey reported that during the last inspection they noted improvement on many of the properties and he directed management to send the notices to the owners. Language was submitted to the Board for review regarding the hedge height. Dick made a motion to modify the yard guidelines to include the language suggested by the Committee. It was seconded by David and approved unanimously.
- Social Committee: It was reported that the Ice Cream Social would be held on June 1st at 6:30 PM and that flyers would be distributed.

Manager's Report

Kelly Burch reported that the stone at the front entrance sign had been repaired.

President's Report

Rick reported that McCarty, Naim, Focks & Keeter merged with Eisenger, Brown, Lewis, Frankel & Chalet and that Julie Naim was still out on leave. The road issue in phase II had still not had any movement and Rick planned to wait to take any action on his part until there was a new city manager in place. Rick stated that he did have a plan to put an offer to the City of High Springs on Phase 3 and 4 which included the roadway work needed for Phase II.

Old Business

There was no old business to discuss.

New Business

Vote to approve monthly billing for assessments: David made a motion to approve a change to the billing of assessments from quarterly to monthly with a letter sent to all owners. It was seconded by Dick and approved unanimously.

Community Assistance Relief Effort: David reported that there were 10 owners that responded to him that they were interested in helping with the Committee. He asked the Board to support the Committee through the end of the year. Rick made a motion to support the Committee as a pseudo Committee with David as the Chair through the end of the year. It was seconded by Dick and approved unanimously.

Owner Comments

Pete Bidart requested information on whether owners were paying the dues, management provided an update. He recommended that the Board seek advice from a professional landscape company regarding the height requirements for shrubs and he reported that a food truck had been parking in the community overnight for several nights.

Adjournment

There being no further business, the meeting was adjourned at 7:18 PM.

Respectfully submitted by Kelly Burch, Guardian Association Management