

# Oak Ridge at High Spring Homeowners' Association, Inc.

c/o Guardian Association Management  
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Board Meeting

July 14, 2020

High Springs New Century Woman's Club

23674 West US Highway 27

High Springs, FL 32643

6:00 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 6:40 PM.

## Roll Call/Certification of Quorum

Board members present in person were Dick Brodbeck, Rick Howe, and David Johns. Lindsey Redding was present via conference call. A quorum was established. Representative present from Guardian Association Management was Kelly Burch.

## Review and Adoption of Agenda Items

Rick made a motion to approve the Agenda as posted. It was seconded by Dick and approved unanimously.

## Consideration of Minutes of the Last Meeting – January 28, 2019

Rick made a motion to approve the minutes of the May 12, 2020 Board Meeting as written. It was seconded by David and approved unanimously.

## Committee Reports

- Budget Committee: Dick reported that the Association had good cash flow since moving to monthly fees vs quarterly fees, there were several owners that had paid in advance and the delinquencies were about the same as they had been with all of the egregious accounts at the attorney for collections. He reported that there were funds available for the Association to do some additional tree work in the island in phase II. Additionally, the Committee planned to meet in August to begin planning for the 2021 Budget.
- ARC Committee – Kevin Tibbetts: Kevin expressed frustration that owners continue to complete work to their property without the proper approval from the Committee prior to the work. He requested suggestions on how to communicate with owners that ARC approval is needed for modifications. Kevin requested clarification on how to proceed with the properties that had stained fences without approval as the governing documents have some language that could be interpreted to either read that it is NOT allowed OR that the ARC has the discretion to allow it. David made a motion that the ARC has the authority to use their discretion to make decisions based on the guidelines in the Governing Documents. It was seconded by Rick and approved unanimously. David made a motion to fine any owner that made a modification to their property without first obtaining the proper approval from the Committee. Rick suggested that the ARC and the Fine/Appeals Committee work together to present something to the Board on the issue. There was no second, the motion died.
- Fines/Rules Committee - Tom Storey: Tom reported that in June 35 letters went out with 32 of those being Friendly Reminder Notices. Dick reported that SAS Lawn Services provided a price of \$50.00 per cut to maintain Lot 63, which was not being maintained due to foreclosure.
- Social Committee: Lindsey reported that the Social Committee was hold due to the pandemic. She noted that there had been a request for a newsletter and that she may put one together in a few weeks. Tom Storey requested a note about keeping mailboxes in good shape for the newsletter.

### Manager's Report:

Kelly Burch reported that she had received three out of four requests for staining the fences from CCR letters that she sent out. She also reported that she had not received any feedback from owners regarding the notices sent out regarding on-street parking. Dick stated that he received a request to put "No Parking" signs up along the island in phase II. The Board agreed by consensus that additional signs were not what the Association needed.

### President's Report

Rick reported that he had broken ground on phase 3 & 4 and that funds were in escrow with the City of High Springs for the roadwork repairs in phase II. As soon as the roadwork repairs in phase II were completed, the City would sign off on the roads and take ownership.

### Old Business

None

### New Business

Common Area Tree Removal: Mr. Thomas was present to discuss the removal of a tree in the common area behind his home. Rick noted that at first glance the Board gave approval for the owner to remove the tree as it was presented that it posed a danger to the home. He stated that after the Board took a closer look and realized that the tree was not a threat and, in fact, a healthy tree, they made the decision that tree needed to stay in place but the homeowner could cut down any limbs that overhung their property. The Board suggested that the owner notch out the fence to allow for the tree and obtain a quote from a fence company for the work. He also suggested that they speak with their neighbor regarding the removal of the tree.

### Owner Comments

Kevin Tibbetts stated that he felt the fining process took too long and he would like to see it shortened. Tom Storey reported that the Friendly letter garnered the most compliance and he did not wish to shorten the length of time that owners were given.

Michael Doolity requested the status of his ARC request for a fence, Kelly reported that it had been approved. Mr. Thomas requested that that minutes on the GAM website be updated.

### Adjournment

There being no further business, the meeting was adjourned at 7:45 PM.

Respectfully submitted by Kelly Burch, Guardian Association Management