

Oak Ridge at High Spring Homeowners' Association, Inc.

c/o Guardian Association Management
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Board Meeting

September 8, 2020

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 6:33 PM.

Roll Call/Certification of Quorum

Board members present in person were Dick Brodbeck, Rick Howe. 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

Lindsey 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

Dick made a motion to approve the minutes of the July 14, 2020 Board Meeting as written. It was seconded by Lindsey and approved unanimously.

Committee Reports

- Budget Committee: Dick reported that the Committee met and reviewed the financials. Everything looked good and the Committee believed that they would be able to hold the 2021 fees at the current rate. He suggested that bids were not necessary for lawn maintenance or pest control services for the 2021 year. It was noted that the contract with GAM expired at the end of 2020. Lindsey made a motion to extend the contract with GAM for one year at the current rate. It was seconded by Dick and approved unanimously. Dick reported that there was one property in bank foreclosure, one still owned by Innovative Home Builders and two at the attorney for collections that the attorney advised to proceed with foreclosure on the lien. The cost of lien foreclosure was approximately \$3,000.00 to \$5,000.00 and the Committee advised waiting on the foreclosure processes.
- ARC Committee – Kevin Tibbetts: Kevin reported that there were currently no requests. It was discussed that a fee should be charged to properties that made changes without prior approval from the Committee. It was suggested that if an item was noticed after work was started - \$10.00, if the project was completed prior to approval - \$25.00, if the owner went all the way through the fining process prior to submitting for approval - \$40.00. It was noted that whatever policy was put into place should be published in the handbook and distributed to all owners. The Board advised that the ARC and CCR Committee should discuss the issue further and bring back the final amounts and wording that they would like voted on.
- Fines/Rules Committee - Tom Storey: Tom provided language for the Yard Guidelines that he drafted for clarification. Dick made a motion to accept the changes made to the Yard Guidelines and publish them in an upcoming mailing to the community. It was seconded by Lindsey and approved unanimously.
- Social Committee: Lindsey reported that the Social Committee was still on hold due to the pandemic. It was posted on the Facebook page that the Ice Cream truck would be in the community on Saturday from 2:45 PM to 3:15 PM. Kelly was asked to print new owner packets to provide to the Social Committee to provide to new owners when they move in.

Manager's Report:

Kelly Burch reported that pressure washing was scheduled for the week prior to Halloween and that owners could contact the pressure washing company directly to have work done to their property. Lindsey requested that for future meetings, Kelly include an ARC update when Kevin is not present and provide the total number of CCR letters that were mailed out as well as information on what owners communicated.

President's Report

Rick reported that the repairs to the roadway in Phase II were almost complete. The sinkholes in the retention pond by the mailboxes were to be filled when the retention pond was drier, heavy equipment could not get down in the pond with it being so wet. Rick also stated that Phase III was moving forward but he did not have a definite time frame on when the first homes would go in.

Old Business

Lot 11 Tree Removal: Dick provided an update that the branches that hung over the property of Lot 11 were removed at the expense of the homeowner, the Association did not have any objection. There was a diseased limb that was found and identified by SAS when they were onsite that was removed in addition that the Association paid for.

New Business

None

Owner Comments

Untagged Car: It was reported that there was a vehicle without a tag on it parked on the street on NW 93rd Street. Allen Rose reported that he believed that it was a vehicle for a teenager that was learning how to drive. Kelly was directed to send a friendly letter to Lot 37 if it did not have a tag on it by the next regularly scheduled inspection.

Kelly was asked if the lawn maintenance crew cut the grass in the common areas every week. The contract was checked, and it was found that they cut the common areas every 3rd week during the summer.

Adjournment

There being no further business, the meeting was adjourned at 7:29 PM.

Respectfully submitted by Kelly Burch, Guardian Association Management