

Oak Ridge at High Spring Homeowners' Association, Inc.

c/o Guardian Association Management
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Board Meeting

March 9, 2021

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 6:30 PM.

Roll Call/Certification of Quorum

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

Review and Adoption of Agenda Items

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

Consideration of Minutes of the Last Meeting – January 12, 2021

Dick made a motion to approve the minutes of the January 12, 2021 Board Meeting as written. It was seconded by Marty and approved unanimously.

Committee Reports

- Budget Committee: Dick reported that the year was ended with the budget in the positive. All accounts that were severely delinquent were at the attorneys office for collections. There was one account that was in bankruptcy, however, the Association was receiving payments monthly on the account from the bankruptcy. Kelly asked the attorney if any amounts had to be written off and it was suggested by the attorney to have a bankruptcy attorney look at the file at the cost of \$300.00 per hour. The Committee recommended waiting until the Association no longer received payments to review the option again. There was a balance of \$512.50 on the previous owners of Lot 63 that Committee recommended writing off to Uncollectible A/R as it was attorney fees that were billed after the property was sold. Dick made a motion to write off the balance to Uncollectible AR. It was seconded by Marty and approved unanimously.
- ARC Committee – Kevin Tibbetts: Kevin asked about the vinyl fence in Phase 3. Rick noted that ARC for Phase 3 & 4 was controlled by the Developer of those phases as the homes were built and that he installed the vinyl fencing as a border between Phase 3 & 4 and it will also be installed as the border between Phase 4 and the Church. Rick also noted that many owners had contacted him to find out why they couldn't have the vinyl in Phase 1 & 2 as they liked it. Rick was asked to provide the specifications on the fence so that the ARC can provide it to owners if they wish to price it. Dick made a motion to allow vinyl fencing matching the specs of the Phase 3 & 4 vinyl fencing in Phase 1 & 2. It was seconded by Marty and approved unanimously. Kevin also asked Rick for the specs of the approved paint colors for Phase 3 & 4.
- Fines/Rules Committee - Tom Storey: Tom reported that there were a few properties that were close to fines. He also noted that Lot 82 who was on the list for fines had mowed. Kelly reported that she had spoken to Dick about the possibility of doing a clean up of the Lot, however, if had been mowed it was not necessary. Kelly also noted that a Zoom Meeting would need to be scheduled for the Board to vote on those lots that were slated to have fines imposed.

- Social Committee: Grace Brodbeck: Lori reported that the food truck in February was a success and any issues were discussed and should be worked out for the next food truck. It was mentioned that a newsletter would be coming out soon.
- Nominating Committee: Marty Dixon: Marty had nothing to report.

Manager's Report:

Kelly Burch provided the managers report, a copy of the report is included in the meeting packet.

President's Report

Rick reported that the sign for the Phase 2 entrance was in the process of being made. Once it was installed the landscaping and irrigation would be installed. He noted that building in Phase 3 was moving quickly and work on Phase 4 was beginning. DR Horton was scheduled to close on the next Lots on Thursday, March 11th. Rick mentioned that the Church had put a "No Trespassing" sign and he was concerned that something had happened prompting the signage, however, after discussion with the pastor he found out that the Church was concerned that families would begin using their playground and was being proactive. Tom asked if the southern portion of the median would be cleaned up by his house. Rick stated that when the Phase 2 entrance was done, he would have that done. He asked that Dick get pricing for the extra lawn maintenance of that area and the Phase 2 entrance.

Old Business

Discussion regarding On-Street Parking: It was noted that there are no city codes that would allow Code Enforcement to issue citations. Law Enforcement would issue tickets for parking violations if owners called to report them.

Overnight On-Street Parking: Lengthy discussion took place on the issue noting that enforcement of the issue was very difficult, however, it could be done. Dick made a motion not to enforce overnight on street parking. There was no second, the motion failed. It was suggested that another notice be sent to all owners about parking on the street.

Speed Limit: Rick was asked if he had made any headway with reducing the speed limit in the community. He reported that he had a meeting with the Fire Chief on Wednesday, March 10th and he would know more. He was asked to reduce it to 15 MPH.

New Business

Dog Waste: Dick asked what could be done about owners that did not clean up after their pets. Dog waste stations were suggested and Kelly was asked to price 6 of them as well as ask Lori with Coastal Maintenance how much she would charge to empty them weekly.

Kids at Play Sign: Kevin asked if "Kids at Play" signs could be installed. Rick noted that the Island Oak round-a-bout seemed to be the play area for families and children but as Phase 3 and 4 sold it would not be the best area for congregation as traffic would pickup through the area. He suggested that the Association look at the common area just north of the round-a-bout for some play equipment in the future.

Other: Tom noted that there was a broken irrigation head at the Phase 1 entrance and Kelly requested that she be allowed to obtain a proposal to remove the Crepe Myrtles between the Ligustrum at the Phase 1 entrance.

Adjournment

There being no further business, the meeting was adjourned at 7:57 PM.

Respectfully submitted by Kelly Burch, Guardian Association Management