

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

c/o Guardian Association Management  
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## Board Meeting

September 14, 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

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

### Consideration of Minutes of the Last Meeting – July 13, 2021

Marty made a motion to approve the minutes of the July 13, 2021 Board Meeting as written. It was seconded by Dick and approved unanimously.

### Committee Reports

- Budget Committee: Dick reported that there were no significant changes since the last meeting and the Association continued to be in good shape. The collections still showed three accounts with large balances and the Income/Expense report looked fine with no changes needed in allocations. He noted that the Committee had received bids on the landscape contract and would review as part of the Budget preparation. The Committee planned to meet later in the month to work on the proposed 2022 Budget to present to the Board. Dick made a motion to move \$15,000.00 from the operating account to the reserve account. It was seconded by Marty and approved unanimously.
- ARC Committee – Marty Dixon: Marty reported that the Committee met to discuss a request for placement of a shed at the front of a property and that the request had been denied. Marty noted that the Committee recommended that sheds of a composite type of material with a peak roof be allowed to be placed at the furthest corner from the road and that sheds with a flat top roof that are 6 feet tall or less be allowed to be placed at the fence. Additionally, sheds should be no larger than 8x8 as a guideline. Dick made a motion to approve the shed recommendation as presented by the Committee. It was seconded by Marty and approved unanimously. Kelly noted that any shed that was currently in place that did not meet the guidelines would have to provide the opportunity to be "Grandfathered In" and she would draft the appropriate letter and form for that process to be sent to all owners. Marty also noted that Sherwin Williams was to update the approved color palette online as well as the approved fence stains.
- Fines/Rules Committee - Tom Story: Tom reported that he missed the last inspection but that Donna and Jayce went. Kelly reported that in September there were 40 Friendly Letters, 8 Violations, 8 – 15 Day Letters and 6 Fine Notifications that were mailed out.
- Social – Grace Brodbeck: Lori Story reported that the community yard sale was scheduled for October 2<sup>nd</sup> and that an Appreciation Day for First Responders had been scheduled for October 23<sup>rd</sup> with Pizza at the tree.

- Nominating Committee: Marty Dixon: Marty had nothing to report but it was noted that the Committee would need to begin to pull together names for the Annual Meeting to be held in January.

#### 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 Phase 4 has been completed and is recorded, the right of ways and utilities were accepted by the City of High Springs. He noted that half of the Lots had already been purchased by D.R. Horton. The sign in Phase 2 had been installed was square with the highway even if it appeared not be square with the concrete base. Pace plans to put the irrigation in at the sign and down at the entranceway, Clay Electric will put the lights in.

#### Old Business

Sinkhole Repair: It was noted that the sinkhole in Phase 1 still had not been filled. Rick reported that sand was being put in it during dry periods.

Landscape Issues – It was reported that the newer side of 192<sup>nd</sup> Terrace was not being mowed routinely and broken branches in the right of way in the common areas are not picked up on maintenance days. Tom Story reported that there are low limbs on NW 192<sup>nd</sup> Terrace that will need to be limbed up again in the near future.

#### New Business

None

#### Resident Comments

Kevin Tibbets noted that he did not believe that owners should receive numerous covenant enforcement letters prior to fines for parking on the grass. He also noted that some of the homes in the community have looked bad for several years. He asked what could be done about on-street parking and the Board reported that the streets were owned by the City of High Springs and letters were not sent to owners regarding on-street parking. Kelly was asked to have the common area at the north end of 192<sup>nd</sup> Terrace included in the next pressure washing as well as the common area at the Lending Library.

#### Adjournment

There being no further business, the meeting was adjourned at 7:21 PM.

Respectfully submitted by Kelly Burch, Guardian Association Management