

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

c/o Guardian Association Management  
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## Board Meeting

July 11, 2023

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 were Dick Brodbeck & David John was present via speaker phone. A quorum was established. Owners present signed in. Representative present from Guardian Association Management was Kelly Burch.

### Review and Adoption of Agenda Items

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

### Consideration of Minutes of the Last Meeting – April 11, 2023 & June 27, 2023

David made a motion to approve the minutes of the April 11, 2023 and the June 27, 2023 Board meeting. It was seconded by Dick and approved unanimously.

### Board Changes

Dick reported that Rick Howe had resigned from the Board of Directors via email. Lois Cowen volunteered to serve the remainder of Rick's term. David made a motion to appoint Lois to the Board of Directors. Dick seconded and the motion and it was approved unanimously. David made a motion that the Officers be named as below for the remainder of the 2023 year. It was seconded by Dick and approved unanimously.

President/ Treasurer – Dick Brodbeck

Vice President – David John

Secretary – Lois Cowen

Because Lois came off the Fining & Rules Committee, there was an opening on that Committee. Pam Matthews volunteers to serve on that Committee. Dick made a motion to appoint Pam to the Fining & Rules Committee. Lois seconded the motion, and it was approved unanimously.

### President's Report

Dick report that there had been a complaint after the last Social Event that it was not ADA compliant. There had been discussion about building some sort of ramp so that the island tree was accessible, however, that was too complicated and city approval would have been necessary. It was decided that future events would be hosted under the further tree in the common area that was more easily accessible. He also asked if bounce houses were allowed in the common area. Kelly advised against it for liability reasons. Dick noted that Kelly provided language from the Florida Statute regarding flag poles which stated that they were allowed so long as they met certain criteria. Additionally, he reported that per City Ordinance, golf carts were allowed on city streets up to

30 MPH with a licensed driver. Dick advised that the streets in the community belonged to the City of High Springs and if vehicles parked in the street and caused disturbance to the flow of traffic it would have to be reported to the High Springs Police Department to be handled. An overview of the Covenant Enforcement Process was included in the packet and Dick reported that it would be included in the next newsletter to remind owners of how enforcement was handled.

### Committee Reports

- Architectural Review – Chuck Cowen reported that the Committee held a workshop to ensure that the Board and all Committee Members understood the process and what was expected. The current form was in the process of being modified for specific requests to be clearer and more concise for the type of request that would be submitted. It was noted that moving forward a survey would be required with each request. Additionally, it was noted that the Committee would require a timeline for the work to be completed and they would follow up to ensure that it was completed to the approved specifications.
- Budget – Dick Brodbeck reported that there were no surprises in the financial. There was one delinquent account that paid in full, one delinquent account at the attorney for collections and one account that was in bankruptcy that had a payment plan in place. The Association was in good shape, SAS had been approved to complete tree work (removal and trimming) on 192<sup>nd</sup> Terrace which would be completed in July.
- Fining & Rules – Tom reported that in June there were 26 Friendly letters, 13 violation letters, 9 15-day letters that were sent out. In July there were 46 Friendly letters, 4 violation letters, 4 15-day letters, 3 fine notices and 5 fines were imposed. He reported that most of the notices that were sent out were for garbage cans and grass.
- Nominating – There was no report.
- Social – Lori Story reported that Food Truck Friday would be that week and the Committee had planned a Back to School Bash for August 19<sup>th</sup> with a Snow Cone truck and games. She reported that the Taco Truck was a success. She requested quarterly newsletters and stated that in October they were planning an international dinner.

### Old Business

Mable Baker Fine Waiver Request: Ms. Baker was present and detailed the reasons that the items took longer than normal and stated that as soon as she could, she took care of the items. Dick made a motion to deny the request to waive the fines imposed on the account. Lois seconded the request and it was approved unanimously. SNG (signage/sidewalks): Kelly reported that they signs had been installed at all three locations, however the sidewalk work had not been done due to weather.

Phase 2 Landscaping/irrigation: Kelly reported that the landscaping and irrigation at phase 2 had been installed. Additionally, boulders had been installed on each side of the phase 2 sign to better protect it from vehicles that may cut to close to it.

Governing document amendments: Kelly reported that to amend the documents it would take a vote of the membership. Additionally, an attorney would have to draft the language stating that Airbnb's would not be allowed and the estimated cost for the attorney was \$1,500.00 if he did not have to attend any meeting. There were additional mailing costs as the meeting would have to be noticed to all owners with the language to be voted on and IF approved it would have to be provided to all owners after the meeting. Kelly also reported that if the language was approved, it would not apply to current owners of Lot's in the community, it would only apply to subsequent owners.

Sinkholes: Kelly reported that there was a pile of dirt on 192<sup>nd</sup> Terrace that was left by DR Horton from the last house that they built and that dirt would be used to fill the depressions in the Phase 4 pond and the one in Phase 2 on the right side (as you drive in from 441).

Other: Kelly reported that the trees on 192<sup>nd</sup> Terrace were scheduled to removed and trimmed on July 26<sup>th</sup>.

### New Business

There was no new business.

Owner Comments:

Pete Bidart stated that he was upset that residents allowed their dogs to use the bathroom in his yard. Dick noted that the Association had placed several dog waste stations throughout the community and that was that they could do to help the situation.

Adjournment

There being no further business, the meeting was adjourned at 7:16 PM.

Respectfully submitted by Kelly Burch, Guardian Association Management