

Special Membership Meeting  
Willowcroft Owners Association, Inc.

Minutes

February 25, 2019

Residence of Sally Ryden  
1841 NW 35th Way  
Gainesville, FL 32605

Attending: Alyson Adams  
Stuart Basefsky  
Ann & Eric Beshore  
Dawson Brown (Proxy To Dick Hord)  
Dominique DeSantiago  
Sally Ryden  
Eric Beshore  
Jane Feldman  
Katherine Floyd (Proxy To Dick Hord)  
Claire Germain  
Tom Herman  
R.E Hord  
Andy Howell  
Habibeh Khosbouei (Proxy To Dick Hord)  
George Mazzeo (Proxy To Dominique DeSantiago)  
Carl Miller  
Kathleen Morrison  
Leaha Neville (Proxy To Dick Hord)  
Huy Nguyen (Proxy To Dick Hord)  
Judith Page (Proxy To Dick Hord)  
Mary Pennell  
Larry Rooks  
Carol Ross (Proxy To Gene Haufler)  
Sally Ryden  
Sara E. Morton Stein & Jerry Stein  
Dennis Wyant  
Raymond & Susan Sisler (Proxy To Dick Hord)

Others Present: Eugene Haufler, CAM Cornerstone Property Solutions of North-Central Florida, LLC.; Sean Millhouse from Gainesville Fire & Rescue; Peter Focks, Esq., Attorney at Law.

WHEREUPON, Sally Ryden, acting on behalf of the Association, noting that a quorum of the membership was present (18 households were represented in person plus nine (9) proxies), the meeting properly noticed, called the meeting to order at 6:08pm.

- I. Minutes of Previous Meeting: January 15, 2019: Tom Herman made a motion to waive the reading of the minutes of the 2019 annual meeting held on January 15, 2019. Dick Hord seconded this motion. All were in favor, and the motion carried.
  - Point of Order – Andy Howell: Mr. Howell informed those in attendance of his position that a proper election was not held at the 2019 annual meeting held on January 15, 2019. Sally Ryden stated that this matter would be on the agenda of the next Board of Directors meeting.
- II. Proxies & Quorum: Proxies were tallied at nine (9); there were 18 households represented in person. A quorum of the membership was present.
- III. Proxy Voting: Mr. Howell used his minutes of speaking time regarding voting via proxy. He stated his position that the Association should do away with proxy voting.
- IV. Owner Comments:
  1. Mr. Mazzeo stated that he does not believe that the Board of Directors should have the authority of Architectural Control. He also agreed with Mr. Howell that the Association should do away with proxy voting because mailing is too expensive.
  2. Kathleen Morrison gave her time to Mr. Sean Hillhouse, Assistant Fire Chief from Gainesville Fire & Rescue (hereinafter "GFR"). While not on the agenda for this meeting, Mrs. Morrison had GFR come to her home and inspect the Willowcroft neighborhood specifically regarding public safety access. The report submitted to the Willowcroft Homeowners Association from Mr. Hillhouse, is included in, and is part and parcel to these minutes. In brief, his report stated that NFP 1 Chapter 18.2.3.4.1.1 Fire department access roads shall have an unobstructed width of not less than 20 ft. (6.1m). NFPA 1 Chapter 18.2.4.1.1 The required width of a Fire Department access road shall not be obstructed in any manner, including by the parking of vehicles. A sample of road widths was taken on 35<sup>th</sup> Way and 18<sup>th</sup> Place, with an average width of 27' excluding green medians. In the case of green medians, the average width was 19'. When vehicles were placed on both sides of the roadway, this left a gap of 19'. Therefore, based on the applicable code, it is his recommendation that parking not be allowed 20' before, in, or after medians. Additionally, that no parking be allowed West of the final median on 18<sup>th</sup> Place. Finally, to achieve a 20' clearance in other areas that parking be limited to one side of the road designated by painted parking spaces.
  3. Tom Herman stated his opinion that the gate closing times should be changed from eight to nine o'clock.
  4. Jerry Stein stated that it was his opinion that no political signage be allowed within Willowcroft of any kind.
  5. Mr. Wyant spoke to the amendment process and stated his opinion that short-term rentals should not be allowed in Willowcroft.

- V. Document Revisions Voting: The votes were tallied by attorney Peter Focks, Esq. Gene Haufler & Sally Ryden were present during this process. Mr. Fock's tally is both part and Parcel to these minutes. The result was that all the proposed amendments to the Declaration failed, while all the proposed amendments to the Bylaws passed.
- VI. Adjournment: There being no further business to bring before the Membership, Stuart Basefsky made a motion to adjourn the meeting. Jane Feldman seconded this motion. All were in favor, and the meeting was adjourned at 6:40pm.

Minutes taken and respectfully submitted by Gene Haufler & Reviewed by Secretary Dick Hord.



**Fire Rescue Department**  
**Office of the Fire Marshal**  
Assistant Fire Chief Joseph Hillhouse  
1025 NE 13<sup>th</sup> Street  
Gainesville, FL 32601  
352-334-5068  
www.gfr.org

**DATE:** 02/20/2019

**TO:** Willowcroft Home Owner's Association  
President – Sally Ryden

**CC:** Jeff J. Lane, Fire Chief  
Jaime L. Kurnick, Capt., Gainesville Police Department  
Merryland, Gainous, Public Works Operations Assistant

**FROM:** Joseph S. Hillhouse, Fire Marshal

**SUBJECT:** Fire department access for Willowcroft Subdivision

Madam President,

Gainesville Fire Rescue received a request for information regarding public safety access and parking for the Willowcroft subdivision. For emergency access, the fire code defines "Fire department access roads" as the road or other means developed to allow access and operational set-up for fire-fighting and rescue apparatus. Fire department access roads must meet the following criteria:

- 1) NFPA 1 Chapter 18.2.3.4.1.1 Fire department access roads shall have an unobstructed width of not less than 20 ft. (6.1 m).
- 2) NFPA 1 Chapter 18.2.4.1.1 The required width of a Fire department access road shall not be obstructed in any manner, including by the parking of vehicles.

A sample of road widths was taken on 35<sup>th</sup> Way and 18<sup>th</sup> PL. with an average width of 27' excluding green medians. In the case of green medians, the average width was 19'. When vehicles were placed on both sides of the roadway this left a gap of 17'.

Therefore, based on the applicable code, it is my recommendation that parking not be allowed 20' before, in, or after medians. Additionally, that no parking be allowed West of the final median on 18<sup>th</sup> PL. Finally, to achieve a 20' clearance in other areas that parking be limited to one side of the road designated by painted parking spaces. If I can be of further assistance, please feel free to contact me. I would be more than happy to attend your next home owner's association meeting to answer any specific questions.

Respectfully Submitted,

Joseph S. Hillhouse  
Assistant Fire Chief  
Asst. City Emergency Manager  
Gainesville Fire Rescue  
Hillhousjs@CityofGainesville.org  
352-494-3961



Association Willowcroft Owners' Association, Inc.  
 Re Proposed Amendments to Decl., Articles, and Bylaws  
 Date of meeting 2/25/2019  
 Votes needed to pass Declaration amendment Two thirds 22  
 Votes needed to pass Articles amendment Majority 13  
 Votes needed to pass Bylaws amendment Majority 13  
 All Amendments to Declaration FAILED  
 All amendments to Bylaws and Articles PASSED

Item number	Reference in Governing Documents	VOTING BY TYPE				TOTALS	
		Proxy Votes		Present Votes		For decl. only	Against
		For	Against	For, declarant only	Against		
1	Art. II, s. 5	8	1	12	0	20	1
2	Bylaws 3.4	8	1	12	0	20	1
3	Art. 3, s. 3	8	1	12	0	20	1
4	Art. V, s. 3 and Bylaws 10.2	8	1	11	1	19	2
5	Art. V, s. 8	8	1	12	0	20	1
6	Art. VI, s. 1	8	1	9	3	17	2
7	Art. VI, s. 2	8	1	9	3	17	2
8	Art. VI, s. 3	8	1	9	3	17	1
9	Art. VII, s. 2	8	1	9	3	17	1
10	Art. XIV, s. 14.3	9	1	11	0	20	1
11	Art. VII, s. 1	8	1	11	0	19	1
12	Art. VIII, s. 8, s. 9	8	1	9	0	17	2
13	Art. VIII, s. 10	8	1	8	1	16	3
14	Art. VIII, s. 16	8	1	11	0	19	1
15	Art. VIII, s. 18	8	1	11	0	19	1
16	Art. VIII, s. 19	8	1	10	1	18	2
17	Art. XIV, s. 3	8	1	10	1	18	2
18	Art. XIV, s. 3	8	1	10	1	18	2
19	Bylaws p. 3.2	8	1	10	1	18	2
20	AOI Art IX	8	1	10	1	18	2
21	Bylaws p. 5.1	8	1	10	1	18	2
22-43	Inclusive	8	1	10	1	18	2