

**MINUTES OF MEETING  
OAKLEAF PLANTATION PROPERTY OWNERS ASSOCIATION, INC.**

The regular meeting of the Board of Directors of the Oakleaf Plantation Property Owners Association, Inc. dba Oakleaf East POA was held Monday, April 5, 2021 at 6:30 p.m. in the main Oakleaf East POA Office located at 518 Hollyberry Lane, Ste 108, Orange Park, FL 32065.

Present and constituting a quorum were:

Robert Patton	President
Rosemary Pack	Vice President
Earl Davis	Treasurer

Also present were:

Kimberly Farrell	Employee
Jennifer Creighton	Employee
Two Residents	

### **I. Call to Order**

Robert Patton called the meeting to order at 6:39 PM.

### **II. Adoption of the Current Agenda**

On MOTION by Robert Patton, seconded by Rosemary Pack with all in favor 3-0, the Current Agenda was approved.

### **Approval of the Minutes of the March 1, 2021 Meeting**

On MOTION by Rosemary Pack, seconded by Robert Patton with all in favor 3-0, the Minutes were approved.

### **III. Unfinished Business**

Shared Resources Agreement Discussion. Oakleaf West has been invited to conduct their BOD meeting on Wednesday the 7<sup>th</sup> of April.

### **IV. Financial Update**

Kimberly Farrell (employee) provided update. 2/28/21 Financial Statements were presented. Annual Assessments numbers are as follows for 2/28/21:

2021 - 29 accounts unpaid > \$30.16 (98.634% paid) (7 in collections)

19 accounts – estoppel/transfer fees, 38 accounts unpaid < \$30.17

### **Send to collections all accounts not paid in full by 4/30/21**

On MOTION by Robert Patton, seconded by Rosemary Pack with all in favor 3-0, accounts not paid in full by 4/30/21 will be sent to collections.

## V. Committee Discussions (CEC, ARB, Welcome, Festivities)

CEC – No meeting in March, Next meetings 4/6/21 & 4/8/21

### Appoint following member(s) to the current roster of the CEC Committee:

Clarissa Foss

Irene Roberson

Ismael Rodriguez

On MOTION by Robert Patton, seconded by Rosemary Pack with all in favor 3-0, Clarissa Foss, Irene Roberson & Ismael Rodriguez are appointed to the current roster to the CEC Committee.

ARB – 2 meetings, minutes are on the website

### Appoint following member(s) to the current roster of the ARB Committee:

Marilou (Lynne) Dougherty

On MOTION by Robert Patton, seconded by Rosemary Pack with all in favor 3-0, Clarissa Foss, Irene Roberson & Ismael Rodriguez are appointed to the current roster to the CEC Committee.

Welcome Committee – No update

Festivities – No update

## VI. Homeowner Fines/Attorney Demand Recommendations

BOD reviewed each property listed below for consideration. Properties have been inspected by JC within the last 24 hours to confirm the conditions still exist.

3457 Crane Hill Court – Dead grass & weeding

691 Wakeview Dr – Dead grass & weeding

461 Clearview Court – Dead grass & weeding

461 Clearview Court – Pressure wash home

835 Timberjack Court – Dead grass

3803 Cardinal Oaks Cir – Patio

3803 Cardinal Oaks Cir – House addition

3126 Wandering Oaks Dr – Pet nuisance

3504 Laurel Mill Dr – Paint home

3504 Laurel Mill Dr – Weeds/Grass in beds

3525 Pebble Stone Court – Dead grass & weeding

3429 Pebble Sand Ln – Dead grass & weeding

3632 Sunset Oak Dr – Paint home

1433 Canopy Oaks Dr – Shed

3803 Cardinal Oaks Cir – Commercial vehicle

956 Misty Maple Court – Pressure wash driveway & sidewalks

964 Misty Maple Court – Trim dead fronds from queen palm and remove dead plant from yard

964 Misty Maple Court – Pressure wash driveway & sidewalks

1034 Drake Feather Dr – Dead grass & weeding

1050 Drake Feather Dr – Paint home

1065 Drake Feather Dr – Pressure wash home

1041 Drake Feather Dr – Pressure wash driveway & sidewalks

3035 Whispering Willow Way – Pressure wash home

3028 Whispering Willow Way – Dead grass & weeding

3034 Whispering Willow Way – Dead grass

3050 Whispering Willow Way – Paint home

1494 Canopy Oaks Dr – Pressure wash driveway & sidewalks

1413 Canopy Oaks Dr – Noise: Music

732 Timbermill Ln – Prune shrubs

835 Timberjack Court – Commercial vehicle

620 Longcrest Ln – Paint home

609 Longcrest Ln – Dead grass & weeding

3053 Litchfield Dr – Paint home

3180 Litchfield Dr – Dead grass & weeding

650 Wakeview Dr – Pressure wash driveway & sidewalks

695 Wakeview Dr – Weeds/Grass in beds

3290 Highland Mill Ln – Paint home

3335 Highland Mill Ln – Weeds/Grass in beds

4103 Pebble Brooke Cir – Paint home

4103 Pebble Brooke Cir – Pressure wash home

3800 Pebble Brooke Cir – Paint home

3875 Pebble Brooke Cir – Pressure wash driveway & sidewalks

3546 Silver Bluff Blvd – Weeds/Grass in beds

3409 Pebble Sand Ln – Pressure wash driveway & sidewalks

4095 Pebble Brooke Cir – Pressure wash driveway & sidewalks

1360 Akron Oaks Dr – Vehicle blocking mailbox

On MOTION by Robert Patton, seconded by Rosemary Pack with all in favor 3-0, of a \$1000.00 fine being levied against each of the properties listed above.

**VII. Mediation/Self-Help Recommendations**

None

**VIII. Policy and Regulations Document Discussion/Adoption**

None

**IX. Non-Collection of Fines**

Reduce Collectable Fines Amount to \$100:

3549 Silver Bluff Blvd – dead grass and weeds

3638 Silver Bluff Blvd – dead grass

1395 Bitterberry Drive – repair stucco cracks

2834 Pebblewood Lane – dead grass

3482 Worthington Oaks Drive – paint home

3531 Waterford Oaks Drive – pressure wash home

On MOTION by Rosemary Pack, seconded by Robert Patton with all in favor 3-0, to forego the collection of \$900 of the \$1000 fine subject to the violation not re-occurring within 24 months, and if paid within 14 days.

**X. Community Standards Compliance Update**

No items.

**XI. New Business**

None

**XII. Owners Comments (Time Permitting)**

None

**XIII. Next Scheduled Meeting**

Robert Patton stated that the next scheduled meeting is May 3, 2021 at 6:30 p.m. at this location.

**XIV. Adjournment**

On MOTION by Robert Patton, seconded by Rosemary Pack with all in favor 3-0 the meeting was adjourned at 7:38 PM.

