

**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, June 6, 2022, at 6:30 p.m. in the Oakleaf POA Office located at 518 Hollyberry Lane, Ste 108, Orange Park, FL 32065.

Present and constituting a quorum were:

Shaunah Esteves	President
Rosemary Pack	Vice President
Earl Davis	Secretary/Treasurer

Also present were:

Kimberly Farrell	Accounting Manager
Robert Patton	ARB Coordinator

5 Guests

**I. Call to Order**

Shaunah Esteves called the meeting to order at 6:32 PM.

**II. Owners Comments**

**III. Adoption of the Current Agenda**

On MOTION by Shaunah Esteves, seconded by Earl Davis with all in favor 3-0, the Current Agenda was approved.
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**IV. Unfinished Business**

Unfinished business – none

Approval of the Minutes of the May 2, 2022 Meeting

On MOTION by Shaunah Esteves, seconded by Earl Davis with all in favor 3-0, the Minutes were approved.
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**V. Financial Update**

**As of 4/30/22**

Kimberly Farrell (Accounting Manager) provided update.

Bank Accounts - \$457,474.46      Net Income YTD - \$15,538.64

Undeposited Funds - \$2,922.72      Net Income Over Budget YTD - \$20,202.67

**As of 4/30/22**

Accounts Receivable are at \$50,204.83 made up of:

Annual Assessments \$3,402.52 (39/44)      Late Fees & Interest \$1,548.37

Estoppel/Rush/Transfer Fees \$6,825.00      Legal Fees \$350.00

Work Orders \$440.00      Fines \$38,576.20

Reimbursements (OLW) \$7,079.03      Prepaid Assessments (\$8,016.29)

**VI. Committee Discussions (CEC, ARB, Welcome, Festivities)**

CEC –Next meeting(s) 7/7/22

ARB- Next meeting(s) 6/9/22, 6/23/22

Welcome Committee – No update

Festivities – No update

## **VII. 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.

- 3156 Hearthstone Lane-Dead grass and weeds
- 3091 Wandering Oaks Drive-Resodding
- 3026 Piedmont Manor Drive-Maintenance - Paint home
- 3240 Wandering Oaks Drive-Pressure wash home
- 3531 Waterford Oaks Drive-Weeding
- 1080 Moosehead Drive-Replace fence-disrepair
- 1720 Canopy Oaks Drive-Pressure wash driveway and sidewalks
- 435 Hearthside Court-Maintenance - Paint home
- 3839 Pebble Brooke Circle -Architectural- fence
- 1258 Bedrock Drive-Architectural- fence
- 3579 Silver Bluff Blvd-Landscaping- dead grass
- 3579 Silver Bluff Blvd-Replace fence- disrepair
- 3579 Silver Bluff Blvd-Parking in Unauthorized areas
- 3166 Wandering Oaks Drive-Architectural- ROW/Driveway work
- 2959 Thorncrest Drive-Architectural- tree removal

On MOTION by Shaunah Esteves, seconded by Earl Davis with all in favor 3-0, of a \$1,000.00 fine being levied against each of the properties listed above.

## **VIII. Mediation/Self-Help Recommendations**

None

## **IX. Policy and Regulations Document Discussion/Adoption**

None

## **X. Discussion/Changes to Bylaws**

Bylaws Amendment: To authorize, establish, charge and collect a fee from Owners for the sale or other transfer of a Lot or Building Site.

On MOTION by Shaunah Esteves, seconded by Rosemary Pack with all in favor 3-0, to amend the Bylaws To authorize, establish, charge and collect a fee from Owners for the sale or other transfer of a Lot or Building Site.

## **XI. Community Standards Compliance Update**

None

## **XII. New Business**

3528 Silver Bluff Blvd - consideration to send fine back to CEC- contact info changed-call daughter – No motion

4051 Pebble Brooke Circle - consideration to send two (2) fines back to CEC-receipts and pics showing was done on 2/17/22 before hearing

On MOTION by Shaunah Esteves, seconded by Earl Davis with all in favor 3-0, to send 4051 Pebble Brooke Circle fines back through the CEC based on extenuating circumstances.


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

**XIV. Next Scheduled Meeting**

Kimberly Farrell stated that the next scheduled meeting is August 1, 2022, at 6:30 p.m. at this location (Association Office – 518 Hollyberry Ln, Suite 108, Orange Park, FL 32065)

**XV. Adjournment**

On MOTION by Shaunah Esteves, seconded by Earl Davis with all in favor 3-0 the meeting was adjourned at 7:40 PM.

  
Shaunah Esteves (Aug 4, 2022 04:54 EDT)

Shaunah Esteves  
President







# 20220606 BOD Meeting Minutes

Final Audit Report

2022-08-04

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