

**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, October 3, 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
Matthew Cantwell Vice President

Also present were:

Robert Patton ARB Coordinator
Jennifer Creighton Compliance Manager
Stephanie Primm

Guests: 1

I. Call to Order

Shaunah Esteves called the meeting to order at 6:42PM.

II. Owners Comments

III. Adoption of the Current Agenda

On MOTION by Shaunah Esteves, seconded by Matthew Cantwell with all in favor 2-0, the Current Agenda was approved.

IV. Unfinished Business

Unfinished business – none

Approval of the Minutes of the September 12, 2022 Meeting

On MOTION by Shaunah Esteves, seconded by Matthew Cantwell with all in favor 2-0, the Minutes were approved.

V. Financial Update

None

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

CEC –Next meeting(s) 10/10

ARB- Next meeting(s) 10/13, 10/27

Wayne Chaput

On MOTION by Shaunah Esteves, seconded by Matthew Cantwell with all in favor 2-0, Wayne Caput was appointed to the ARB committee.

Welcome Committee – No update

Festivities – Halloween event-similar to May Day

VII. Homeowner Fines for Non Compliance

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.

- 3166 Wandering Oaks Drive ROW work- no ARB
- 3950 Pebble Brooke Circle Pressure wash driveway/sidewalks
- 3950 Pebble Brooke Circle Paint home
- 3529 Pebble Stone Court Pressure wash driveway/sidewalks
- 3537 Pebble Stone Court Sodding
- 4095 Pebble Brooke Circle Mowing
- 3441 Pebble Sand Lane Paint home
- 943 Thoroughbred Drive Dead grass
- 895 Thoroughbred Drive Pressure wash driveway/sidewalks
- 895 Thoroughbred Drive Sodding
- 890 Thoroughbred Drive Sodding
- 849 Stallion Way Paint home
- 3355 Highland Mill Lane Pressure wash driveway/sidewalks
- 2999 Thorncrest Drive Paint home
- 2900 Thorncrest Drive weeds in beds
- 3579 Silver Bluff Blvd commercial vehicle
- 1450 Canopy Oaks Drive Paint home
- 931 Brook Hollow Court sodding
- 3139 Wandering Oaks Drive Pressure wash driveway/sidewalks
- 3236 Wandering Oaks Drive Sodding

On MOTION by Shaunah Esteves, seconded by Matthew Cantwell with all in favor 2-0, of a \$1,000.00 fine being levied against each of the properties listed above.

VIII. Mediation & Exterior Maintenance

None

IX. Policy and Regulations Document Discussion/Adoption

ARB guidelines

On MOTION by Shaunah Esteves, seconded by Matthew Cantwell with all in favor 2-0, of adopting the ARB guidelines.

X. Discussion/Changes to Bylaws

Reviewed ARB guidelines

XI. Community Standards Compliance Update

None

XII. New Business

Ansbacher/Christene Ertl

On MOTION by Shaunah Esteves, seconded by Matthew Cantwell with all in favor 2-0 to follow Christene Ertl from Ansbacher to Fisher, Tousey, Leas, & Ball, P.A.

Estoppel and related fee update-

Estoppel Fee \$299.00, Rush Fee \$119, Late Assessment Fee \$179, Transfer Fee \$150

On MOTION by Shaunah Esteves, seconded by Matthew Cantwell with all in favor 2-0 to adopt new Estoppel and related Fees.

XIII. Owners Comments (Time Permitting)

XIV. Next Scheduled Meeting

Shaunah Esteves stated that the next scheduled meeting is to be determined, at this location (Association Office – 518 Hollyberry Ln, Suite 108, Orange Park, FL 32065)

XV. Adjournment

On MOTION by Shaunah Esteves, seconded by Matthew Cantwell with all in favor 2-0 the meeting was adjourned at 7:35PM.

RESOLUTION OF THE BOARD OF DIRECTORS

OF

OAKLEAF PLANTATION PROPERTY OWNERS ASSOCIATION, INC.

A meeting of the Board of Directors of Oakleaf Plantation Property Owners Association, Inc. was held on Oct 3rd, 2022, at 6:30 PM.

A quorum of the Board of Directors was present, and the Secretary for the Association confirmed that the meeting was duly and properly noticed.

Shaunah Esteves moved that the Association, under the authority of the Association's Bylaws, Florida Statute 720.30851, and pursuant to Chapter 2017-93, Laws of Florida, Estoppel and any fees related to a sale or other transfer of a Lot or Building Site be charged as follows:

Estoppel Fee: \$299.00

Rush Fee (Delivered 3 days from date of the request) \$119.00

Late Assessment Fee \$179.00

Transfer Fee \$150.00

Said motion was seconded by Matthew Cantwell.

After a full discussion, the resolution was approved by a 2-0 vote of the directors present at the meeting.

Certification

The above resolution was duly adopted by the Association on the date above mentioned.

October 3rd, 2022

Shaunah Esteves - President


SHAUNAH L. ESTEVES (Oct 4, 2022 12:14 EDT)

**Resolution of the Board of Directors of
Oakleaf Plantation Property Owners Association, Inc.**

A meeting of the Board of Directors of Oakleaf Plantation Property Owners Association, Inc. ("Association") was held at 6:30 pm on October 3, 2022.

A quorum of the Board was present, and the Secretary or the CAM for the Association confirmed that the meeting was duly and properly noticed.

Shaunah Esters moved that in response to the notice of departure of attorney Christene M. Ertl from the law firm of Ansbacher Law, that Oakleaf Plantation Property Owners Association, Inc. ("Association") elect to follow attorney Christene M. Ertl and engage Christene M. Ertl through her new law firm of Fisher, Tousey, Leas & Ball, P.A., to represent Oakleaf Plantation and that all action necessary to finalize the engagement of Ms. Ertl be hereby approved, authorizing the Association President to sign all documents necessary to commemorate this decision and further that the President and the Association's community association management team assist with having all open legal matters transferred to Christene M. Ertl at the law firm of Fisher, Tousey, Leas & Ball, P.A. unless the Board of Directors or President, in consultation with Ms. Ertl as their legal counsel, determine that it is in the best interest of the Association to allow Ansbacher Law to finish out any legal matters that are close to resolution.

Said motion was seconded by Matthew Centwell

After full discussion, the motion was approved, as commemorated in this Resolution, by a vote of 2 to 0 of the directors present.


Print Name: Shaunah Esters
Title: Asst President