

**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, March 7, 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:

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

Also present were:

| | |
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| Kimberly Farrell | Employee |
| Jennifer Creighton | Employee |
| Robert Patton | Employee |

5 Guests

I. Call to Order

Shaunah Esteves called the meeting to order at 6:30 PM.

II. Owners Comments

III. Adoption of the Current Agenda

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| On MOTION by Shaunah Esteves, seconded by Earl Davis with all in favor 3-0, the Current Agenda was approved. |
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Approval of the Minutes of the February 7, 2022 Annual Meeting

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| On MOTION by Shaunah Esteves, seconded by Earl Davis with all in favor 3-0, the Minutes were approved. |
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IV. Unfinished Business

None

V. Financial Update

As of 1/31/22

Kimberly Farrell (employee) provided update. – 12/31/21 financial statements were sent to CPA to have the federal corporate return completed. Waiting for it to be completed.

108 – 30 Day Notice of Assessments were sent on 3/2/22. We have only received 1 payment since then.

As of 2/28/22

Accounts Receivable are at \$59,745.87 made up of:

| | |
|-------------------------------------|----------------------------------|
| Annual Assessments \$8,249.34 (104) | Late Fees & Interest \$3,765.71 |
| Estoppel/Rush Fees \$6,725.00 | Legal Fees \$350.00 |
| Work Orders \$883.00 | Fines \$47,794.20 |
| Reimbursements (OLW) \$34.73 | Prepaid Assessments (\$8,056.11) |

Send to collections the following accounts if not paid in full or arrangements made by 3/31/22

None

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

CEC –Next meeting(s) 3/8/22

ARB- Next meeting(s) 3/17, 3/31

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.

- 2917 Thorncrest Drive - Pressure wash driveway and sidewalks
- 3536 Waterford Oaks Drive - Architectural- roof
- 3379 Highland Mill Lane - Architectural- fence
- 3579 Silver Bluff Blvd - Replace fence-in disrepair
- 1031 Moosehead Drive - Pressure wash driveway and sidewalks
- 1279 Bedrock Drive - Pressure wash home
- 1328 Woodlawn Drive - Weeds/grass in beds
- 1452 Bitterberry Drive - Weeds/grass in beds
- 1392 Bitterberry Drive - Architectural- fence
- 1526 Cotton Clover Drive - Architectural- ROW/driveway work
- 3355 Highland Mill Ln - Pressure wash driveway and sidewalks
- 402 Hearthside Court - Paint home

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. Community Standards Compliance Update

No items.

XI. New Business

Remove Ismael Texidor from CEC committee.

On MOTION by Shaunah Esteves, seconded by Rosemary Pack with all in favor 3-0, to remove Ismael Texidor from the CEC Committee.

3319 Wandering Oaks Drive - \$1,000 fine was levied for painting of home at the 3/1/21 BOD meeting, imposed at the 4/8/21 CEC meeting. On 5/3/21 Jennifer noted in the account that the homeowner has to get stucco repaired- gave 90 days to repair and submit ARB request to paint. ARB request was submitted in December, 2021 and painted recently. Would like the for the fine to be reconsidered.

On MOTION by Shaunah Esteves, seconded by Rosemary Pack with all in favor 3-0, the BOD is going to send this back to the CEC committee for re-consideration.

XII. Owners Comments (Time Permitting)


XIII. Next Scheduled Meeting

Kimberly Farrell stated that the next scheduled meeting is April 4, 2022, at 6:30 p.m. at this location (Association Office – 518 Hollyberry Ln, Suite 108, Orange Park, FL 32065)

XIV. Adjournment

On MOTION by Shaunah Esteves, seconded by Earl Davis with all in favor 3-0 the meeting was adjourned at 7:11 PM.

Shaunah Esteves


SHAUNAH ESTEVES (May 5, 2022 15:57 EDT)

President, Oakleaf East POA