

OAKS OF LAKE CITY HOMEOWNERS' ASSOCIATION, INC.

211 SW Theodore O'Connor Cir., Lake City, FL 32024
Arena Viewing Room

Tuesday, May 6, 2025 at 6:30 p.m.

Regular Meeting

BOD Members Present:

Lance Drawdy, William (Bill) Dalton, Rex Mitchell, and Theresa (Teri) Patterson

Proper Notice for the HOA BOD Regular Monthly Meeting:

The 2025 monthly scheduled meeting dates, times, and locations of the HOA BOD are posted on the members-only Oaks of Lake City Homeowner's Association, Inc. website. On April 16, 2025, the regular meeting date, time, and location notice were posted in a conspicuous place attached to the front building. The agenda was posted on the members-only HOA website on May 5 and Lance shared the agenda with information to attend via zoom by email.

- I. **Call to Order:** Lance Drawdy called the meeting to order at 6:31 p.m.
- II. **Secretary's Report:**
Teri emailed the draft of the April 1, 2025, regular meeting minutes to Board members on April 24, 2025. No edits were suggested.
 - **Lance motioned to approve the minutes as presented, and Rex seconded. The motion carried unanimously.**
- III. **Treasure's Report:**
Teri prepared the established monthly treasurer reports and spreadsheets. On May 1, 2025, these were emailed to each HOA BOD member for review. Teri provided photocopies of the four bank account statements to the HOA BOD members in attendance.

The Profit and Loss by Month shows Bank Balance as of April 30, 2025:

First Federal – HOA	\$42,830.13
First Federal – Prudent Reserve	\$10,548.78
First Federal - Eques Ctr	\$9,473.84
Special Assessment	\$3,048.80
Total Bank Assets	\$65,901.55

Reports are available on the HOA website.

- **Bill made a motion to accept the reports, and Rex seconded. The motion carried unanimously.**

Teri presented updated information on establishing an additional Oaks Equestrian Center, LLC bank account.

The HOA BOD attorneys with Ansbacher Law gave the okay for the Oaks HOA BOD Treasurer, Theresa Patterson, to open an additional bank account for Oaks

Equestrian Center, LLC, with Silja Knoll, volunteer barn committee manager, listed as an additional signatory on that new account. A debit card from this bank account can be issued in the name of the Oaks Equestrian Center, LLC, and Silja Knoll. The debit card with this account can be used only to purchase the necessary items and fuel to maintain and operate the Oaks Equestrian Center. Bank accounts with First Federal have a login available for daily oversight. Receipts for purchases should still be saved and provided to the Oaks HOA BOD. Teri requested approval of the additional bank account as presented.

• Rex made a motion to approve the additional Oaks Equestrian Center, LLC bank account as presented, and Bill seconded. The motion carried unanimously.

Teri presented an update on the Oaks Equestrian Center, LLC employee Sarah Johnson. Silja Knoll calculated Sarah Johnson's part-time employment salary exchange for cottage rent at \$1000 per month and horse stable boarding at \$350 monthly for a total salary of \$1,350 in a barter exchange agreement. HOA attorneys and our accountants confirmed that Sarah does not meet the legal requirements to be considered an independent contractor; she is an employee.

Megan Edwards with Odom Moses & Company accountants is helping us set up payroll. In order to pay Sarah and have the necessary payroll taxes withheld (SS/MC), her monthly pay would have to be \$1,461.83 to deduct the required rent/board of \$1,350.00. This would end up being a zero-net check to her. There would also be no federal withholding on this pay. The total annual salary would be \$17,541.96 for her. This will cost the Oaks HOA—Oaks Equestrian Center an additional \$1,572.96 in employer taxes annually.

Workers' Compensation insurance is required in Florida. We purchased the coverage limits necessary with BiBerk by Berkshire Hathaway a Wellfleet, New York Insurance Company policy. Yearly: \$353.00, Down Payment: \$35.30, and 10 Monthly Payments: \$31.77.

Teri provided an update on the status of our prior Treasurer. We thank Tom for his years of volunteering and helping us through the transition process with the new Oaks HOA BOD. Teri is comfortable with the accounting process and can now remove Thomas Barritt, the prior Treasurer, from the First Federal Oaks of Lake City Homeowners' Association and Oaks Equestrian Center accounts. The current HOA debit card account for the Oaks of Lake City Homeowners' Association has Thomas Barritt's name on it. We need a motion to approve First Federal issuing a replacement HOA account debit card with Theresa Patterson's name because Thomas Barritt is being removed from the account. Teri suggested removing Thomas Barritt effective after May 19, upon her safe return from travel.

• Lance made a motion to approve removing Thomas Barritt from all HOA and Oaks Equestrian Center bank accounts as presented and approved the replacement debit card to be issued as presented, and Bill seconded. The motion carried unanimously.

We discussed establishing a Finance Committee to meet for the first time in June. The Finance Committee will review our reserve funds and plan for future reserve funding

and budgets. Several stated they are willing to volunteer on the Finance Committee. We will set a date to meet during the next HOA BOD regular meeting in June.

IV. **Business:**

1. Barn Expenses – Oaks Equestrian Center, LLC

Before the meeting, Silja Knoll informed the HOA board members about Michelle and Wayne Dorcas's offer for a 2025 Bighorn UTV Explorer 400 Equipment Rental to Own for review. During the meeting, Silja provided additional information. Michelle and Wayne Dorcas were in attendance and offered further details. The volunteer barn committee feels that the UTV is needed and valuable for the daily operation of the Oaks Equestrian Center, LLC. Michelle and Wayne Dorcas were in attendance and offered additional information. The equipment rental-to-own offer is interest-free; the equipment value is \$7,799.99. The rental installments will be 48 payments of \$164 each month, beginning June 1, 2025.

• **Bill made a motion to accept the 2025 Bighorn UTV Equipment Rental to Own offer, and Rex seconded. The motion carried unanimously.**

The volunteer barn committee members secured a roof repair estimate from Ian Anderson with Southeastern Roofing & Coatings. The estimate is to repair the roof of the Main Horse barn for \$4,000 and the roof of the 1st Structure/Round Pen for \$3,500, for a total of \$7,500. A copy of the estimate was provided to the HOA board members before the meeting for review. Wayne Dorcas talked with Ian Anderson, and Wayne was able to provide additional information during the discussion of the estimate. Wayne stated the work is expected to start within three weeks to a month if approved. A discussion took place on funding for the roof repairs. Teri provided each board member with a four-month review of the Oaks Equestrian Center, LLC accounting information. Based on this information, the Oaks Equestrian Center, LLC should be able to afford the roof repair expense.

• **Bill made a motion to accept the estimate for roof repairs to be paid from the Oaks Equestrian Center bank account, and Lance seconded. The motion carried unanimously.**

2. Dog Park

Lance provided an update on the meeting with county officials. They have given the green light to move forward. They stated that the Oaks HOA could set deed restrictions on the property before the sale. Lance also discussed with them the maintenance of our neighborhood roads and the possible expense of a dry well with the officials. The survey is estimated at \$4,000 or less. The cost of the survey would be added to the purchase price. The expense of the survey would be paid from the Oaks of Lake City Homeowners' Association account. The potential profit from the property sale could fund the Oaks Equestrian Center's portion of the reserve account, it was discussed.

• **Lance made a motion to approve the expense to hire the surveyor, and Bill seconded. The motion carried unanimously.**

3. Website Update

Patrick Mitchell was in attendance. Lance and Patrick provided an update on the website's progress. The HOA board members' email addresses have been established and provided. Populating the website will continue.

4. Special Assessment

Common fence repairs still need to be made. The remaining Special Assessment funds are available for this expense. Bill will take the lead in evaluating the needed repairs and securing them. Darren Knoll has volunteered to assist.

5. Mowing Bid Process - Common Roadside

We received five roadside mowing bids to review for approval. Lance summarized each bid, discounting three of the most expensive or vague bids. We then discussed the bids from Garrett Finnell Landscaping and Barber's Clean Cuts. Garrett Finnell's bid was the lower cost. It was decided to accept Garrett Finnell's bid with mowing suggestions and oversight. Lance will talk with Garrett Finnell.

• Rex made a motion to accept Garrett Finnell Landscaping bid, and Bill seconded. The motion carried unanimously.

V. Committees:

Barn Committee - Oaks Equestrian Center LLC

Silja Knoll provided information on repairs and borders at the Oaks Equestrian Center barn. Silja submitted a proposal for a new patio at the OEC. The proposed budget for the 12 x 13 ft patio includes free labor, pavers, and supplies estimated at \$1,056.00. They have funds on hand from the sale of the Heeke Horse Trailer and a mower from Mike Emery to cover this expense.

• Lance made a motion to accept the new patio proposal, and Bill seconded. The motion carried unanimously.

Silja proposed that the Oaks HOA board members consider and possibly approve Oaks Equestrian Center, LLC's volunteer barn committee's plan to charge community members an annual fee to park their trailers, RVs, or boats at the facility, which has been free of extra charge for years. The volunteer barn committee would assign a parking space to them and continue not providing security, and a signed parking waiver would still be required. This fee would help fund the facility's operation. An extensive discussion took place between board members and people in attendance. It was also suggested that the board members review and consider passing a resolution to allow parking trailers on homeowner property if it is not too visible. It was decided that Rex and Silja would review options and ideas. They will return to the Oaks HOA board members with suggestions or a more detailed proposal.

Community Improvement

Bill reported that nothing is needed at this time.

Covenant Committee – Legal Opinion Received

The committee plans to meet monthly to work on the attorney's notes and suggestions. Their next meeting date is currently set for May 13th.

Social Event

The committee will plan a social event in the Fall.

VI. **Open to Residents - Community Comments, Questions, Concerns**

Regarding Agenda Items

Multiple open discussions already occurred during the meeting.

VII. **Adjournment:** Lance adjourned the meeting at 8:01 p.m.

The next HOA BOD meeting will be on Tuesday, June 3, 2025 at 6:30 p.m.

Secretary: Theresa Patterson
Minutes approved as presented.