

OAKS OF LAKE CITY HOMEOWNERS' ASSOCIATION, INC.

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

Tuesday, April 1, 2025 at 6:30 p.m.

Regular Meeting

BOD Members Present:

Lance Drawdy, William (Bill) Dalton, Rex Mitchell via Zoom, 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 March 29, 2025, the regular meeting date, time, and location notice were posted in a conspicuous place attached to the front building, and the agenda was posted on the members-only HOA website.

I. **Call to Order:** Lance Drawdy called the meeting to order at 6:30 p.m.

II. **Secretary's Report:**

Teri emailed the draft of the March 4, 2025, regular meeting minutes to Board members on March 28, 2025. No edits were suggested.

• **Bill motioned to approve the minutes as presented, and Lance seconded. The motion carried unanimously.**

III. **Treasure's Report:**

Teri shared she was added as treasurer to the HOA bank accounts with First Federal, Rex is an additional signatory, and Tom Barritt remains on the accounts for now during this training process. Teri received full access to the accounts starting on March 10. Teri prepared the established monthly treasurer reports and spreadsheets. These were emailed to each HOA BOD member on March 28, 2025. Month-end reports were emailed before the April 1 meeting. Teri provided photocopies of the four bank account statements to the HOA BOD members in attendance.

Teri reported all Special Assessment invoices had been paid.

The Profit and Loss by Month shows Bank Balance as of March 31, 2025:

First Federal – HOA	\$38,975.57
First Federal – Prudent Reserve	\$10,548.78
First Federal - Eques Ctr	\$13,337.51
Special Assessment	\$2,743.80
Total Bank Assets	\$65,605.66

Reports are available on the HOA website.

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

The Oaks Equestrian Center's Volunteer Barn Committee submitted receipts for items they personally purchased for the barn equestrian center's repairs, maintenance, and operations to the treasurer. The receipts and a list of the purchases were emailed to each HOA BOD for review. The committee and treasurer request HOA BOD approval to reimburse them from the Oaks Equestrian Center, LLC bank account for these expense purchases. Also included for approval was the W-9 form and signed time-sheet for the day labor hire of Wylie Griffin for help with fence repair for 20.5 hours at \$17 per hour. Teri asked if anyone had questions about the submitted receipts. No one had any questions. These receipts will be posted on the HOA website.

• Lance made a motion to approve and process the reimbursements, and Bill seconded. The motion carried unanimously.

Teri reported upon inquiry with Kyle Keen, Tax Collector, Columbia County office, there was no active occupational license, now known as a business tax receipt, on file for the Oaks Equestrian Center, LLC. Therefore, Teri filled out the application and submitted it with a payment of \$15.00 to their office.

The Oaks accounting firm Odom Moses stated, upon being asked, the Oaks Equestrian Center, LLC should pay FL rental income sales tax to the State.

IV. **Business:**

1. Barn Expenses – Oaks Equestrian Center, LLC

A discussion took place to explore creating an additional Oaks Equestrian Center, LLC bank account with First Federal for daily operational expenses. This account would have a debit card for purchasing items needed for the barn/Equestrian Center's daily operation. We will consult our HOA attorney and accounting firm and review the by-laws.

We will also look into obtaining a business account with GW Hunter Inc. for the Oaks Equestrian Center, LLC fuel purchases.

2. Dog Park

Lance provided an update on the property known as the dog park. The surveyor thinks the property will be around two acres or so; however, he is not sure until he examines it closer. Lance and the surveyor plan to meet with the county's building and zoning person. Once they have the county's green light to move forward, the survey could cost around \$4,000. The cost of the survey would be added to the purchase price.

3. Website Update

Lance reported that Patrick Mitchell had purchased the HOA's domain, theoakslc.com. The site will be public, and our members-only WIX website will be embedded within it. Lance thinks the domain cost was around \$12.00. They are working on setting up official emails for BOD members and the ARC. The monthly email cost will be two to three dollars per month for each email account. This email account cost requires a debit card to be on file for the monthly charges to be paid automatically.

• Bill made a motion to approve the cost of the email accounts and the use of the HOA bank account debit card to be on file for the email accounts fee to be paid automatically. Teri seconded. The motion carried unanimously.

4. Special Assessment

Lance provided an update on the approved SA expenses: power washing fences, using the old paint, and purchasing additional paint to complete the fence painting. These tasks have been completed, and the costs have been paid.

5. Mowing Bid Process

A discussion took place about the HOA mowing jobs, expense, and the bid process of what are known as the HOA's common areas and roadside areas. Tom stated that Garrett Finnell Landscaping would continue his bid at the same price for this mowing season. His bid was lower than others by far in the past. His covers bush hogging 200 acres with a 15-foot bat-wing tractor, four times per mowing season, at \$6.000 per mow.

• **Bill made a motion to continue the contact with Garrett Finnell as previously contracted for the next year. Teri seconded, and the motion carried unanimously.**

It was agreed upon that the HOA BOD will seek at least three bids for the HOA roadside mowing job. Isaiah Cully suggested that this include applying weed killer along the fenced area. Tonya Green suggested we follow the no-mowing policy during wildflower season to enjoy natural wildflowers along the roadway.

• **Bill made a motion to obtain bids for the roadside mowing . Teri seconded, and the motion carried unanimously.**

V. Committees:

Barn Committee - Oaks Equestrian Center LLC

Silja Knoll provided an extensive update and reported things are going really well with the Oaks Equestrian Center. Summary—They are proud of the work that has been completed and of the people helping out the boarders. She gave an update on boarders leaving and coming in. They are maxed out as far as the pastures go because they no longer want to stress these pastures. Two pastures were fertilized just before a rain shower, new plants and mulch were planted in the front area, and things significantly improved. Tanya and Irene are working on cleaning up the upstairs. A multi-faceted fly control program has been implemented.

Silja referenced the current HOA BOD-approved short-term plan for the barn, Oaks Equestrian Center, LLC, beginning in January 2025. Reference: Minutes from Emergency Meeting on October 30, 2024. Silja shared that the volunteer barn committee wishes to extend the management plan. They have performed a lot of work, repairs, and maintenance. They request additional time to prove they can be successful. They would like this agreement to be open-ended.

Many in attendance acknowledged the positive feedback the barn committee is receiving. The energy invested in the project shows success. Many also expressed gratitude for their volunteer efforts. A discussion occurred on the approved "short-term self-management plan for the barn" that should be extended indefinitely. With the understanding that the short-term plan stated it could be abandoned if 20 horses did not stay, the extended plan includes the 20-horse statement, meaning they need to be adequately financially successful.

- **Bill made a motion to extend the short-term plan, as approved by the 2024 HOA BOD on October 30, 2024, as written open-ended/indefinitely. Teri seconded, and the motion carried unanimously.**

Community Improvement

Bill led the discussion. It was noted that the north and south entrances look good at this time. They think the only thing needed is adding new mulch. Bill stated that he found the mulch on sale, so he could go ahead and purchase it while it was on sale. They settled on two pallets of black mulch being needed.

- **Bill made a motion to approve the mulch purchase. Bill will make the purchase and submit the receipt for reimbursement. Teri seconded, and the motion carried unanimously.**

Covenant Committee – Legal Opinion Received

Lance provided details of receiving the legal review back from the attorneys. The attorney made multiple comments that need to be reviewed. The next step is to work through the attorney's comments and notations with the covenant committee and then, once approved, get it out to the community for review.

Social Event – Update on BBQ April 13 at 4 pm

Lance shared a good number have RSVP to attend. The invitation was sent by email and the BAND app.

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

Regarding Agenda Items

Multiple open discussions already occurred during the meeting.

Darren shared that he has been slowly servicing all air conditioners. Others expressed that his efforts are not going unnoticed. Darren noted that a window in the viewing room area needs repair because the glass slid about an inch. A discussion took place about repairing it and then resealing it.

Isaiah discussed the need to repair roof damage, including damage to a dormer/cupola on the roof of the Equestrian Center barn that was damaged during a hurricane last season. There is a hole in the roof of that area. He offered to help the barn committee by splitting the cost of renting a lift and bringing it down for repair.

A discussion took place about the logistics of picking up and spreading the mulch. A suggestion was made to place a water catch basin on each side of the ditch areas of the south entrance where water collects.

VII. Adjournment: Lance adjourned the meeting at 7:34 p.m.

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

Secretary: Theresa Patterson

Minutes approved as presented.