

**Oak Haven  
Property Owner's Association, Inc.  
Board of Directors' Meeting  
1951 Royal Fern Drive; Wellington, FL 33414**

**November 29th, 2017  
Meeting Minutes**

**Board Members Present:**

Neil Tucci, P  
David Bartolucci, VP  
Ricardo Santos, T

The annual meeting was called to order by Neil at 7:00pm.

**Annual Election** – Neil announced that there is 1 open seat on the Board of Directors and only 1 Intent to Run was received from David Bartolucci, therefore the seat is assigned to him. Neil made a motion seconded by Ricardo and unanimously approved to close the Annual Meeting at 7:03pm.

**Organizational Meeting** – The organizational meeting was called to order at 7:05pm. All Board Members agreed to keep the same positions as 2017.

Neil Tucci – President  
David Bartolucci – Vice President  
Ricardo Santos – Secretary

Neil made a motion, seconded by David and unanimously approved to close the Organizational Meeting at 7:07pm.

The regular board meeting was called to order at 7:10pm.

**Previous Minutes** – A motion was made by David, seconded by Neil and unanimously approved to accept the previous meeting minutes as presented by Soleil.

**Financials** – The Board reviewed the financials for the month of October. David made a motion to approve the financials, seconded by Ricardo, and unanimously approved by the Board.

**Accounts Receivable** –

There are still 4 owner accounts that are past due. Management will obtain quotes to hire new legal counsel to pursue collecting those dues from the owners.

**OLD BUSINESS**

**Pulte Settlement** –

The Board reached a settlement with Pulte. Mario will provide a bid quote for the re-planting of the preserve after the holidays.

**Exterior Paint Schemes** –

Neil will meet with Lindsey from Sherwin William to discuss the options for new exterior paint colors. The original paint colors will remain in addition to one shade lighter and one shade darker for each original color.

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*DBPR Payment –*

Neil was informed that GRS never paid the DBPR fees for mediation. Management will generate a check for those fees and send it in to DBPR.

*Cameras at Front Entrance –*

The Board discussed purchasing a set of 4 cameras that will be installed with local wifi to access them remotely. A motion was made by David, seconded by Ricardo and unanimously approved for the purchase not to exceed \$1000.

*NEW BUSINESS*

*Pressure Cleaning & Sealing –*

The Board reviewed bids for common area pressure cleaning. A motion was made by David, seconded by Neil and Ricardo opposed for Sunshine Pressure Cleaning to do the annual pressure cleaning.

*Lake Maintenance –*

The Board reviewed bids for lake and wetland maintenance. Management will contact Superior Waterways for a new quote to reduce the lake maintenance to 9 times a year and the wetland maintenance to 4 times a year.

*Holiday Lighting -*

Neil and David will be installing the holiday lights on December 5<sup>th</sup>.

*Sign Lights –*

A motion was made by David, seconded by Ricardo and unanimously approved to set a budget of \$500 to purchase new lights for the signs.

**Adjournment:** With no further business to come before the Board, a motion to adjourn was made by Ricardo, seconded by David and the meeting adjourned at 7:45pm.

- Next Board of Directors meeting will be held on Monday, January 22nd, 2018 at 7:30pm.

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**January 22nd, 2018  
Meeting Minutes**

**Board Members Present:**

Neil Tucci, P  
David Bartolucci, VP  
Ricardo Santos, T

The meeting was called to order by Neil at 7:32pm.

**Previous Minutes** – A motion was made by David, seconded by Neil and unanimously approved to accept the previous meeting minutes as presented by Soleil.

**Financials** – The Board reviewed the financials for the month of December. David made a motion to approve the financials, seconded by Ricardo, and unanimously approved by the Board.

**Board Resignation** – Ricardo Santos gave his official resignation from the Board of Directors.

**OLD BUSINESS**

**Nature Preserve**–

Mario is still waiting on trees from the nursery and he is checking the irrigation coverage. He expects to have this project in action by March – April.

**Pressure Cleaning**–

The common area pressure cleaning has been completed, vendor will be back at no extra charge to re-treat in 6 months.

**Lake Maintenance** –

The Board reviewed the bids again for lake maintenance. The Board asked Management to go back to The Wantman Group for a new bid. They will discuss the bids again at the next meeting.

**Cameras at Front Entrance** –

The Board purchased the cameras for this project. The AC box will be purchased next and DVR remote access will be set up.

**Lights at Front Entrance** –

The Board purchased the lights for this project. The wiring needs to be purchased next.

**Exterior Paint Colors** -

The Board will meet with Sherwin Williams representative to discuss options. The Board agreed that the roof tile colors cannot be changed.

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***NEW BUSINESS***

***Rules & Regulations –***

The Board discussed sending a letter to all residents regarding the most common rules and regulations for the community. After the letter is reviewed by all owners, Management will begin to send violation letters to those owners who are not following the community rules.

***OPEN FORUM***

1. ***Steven & Coleen Presley*** – Addressed the Board regarding an ARB issue with their neighbor. The Board will ensure that all is corrected before the security deposit is returned to the owner.
2. ***Joe Franco*** – Suggested that the Board revise the ARB application to reduce the number of pages.

**Adjournment:** With no further business to come before the Board, a motion to adjourn was made by Ricardo, seconded by David and the meeting adjourned at 8:30pm.

- Next Board of Directors meeting will be held on Monday, March 5<sup>th</sup>, 2018 at 7:30pm.

**Oak Haven**  
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**March 5th, 2018**  
**Meeting Minutes**

Board Members Present:

Neil Tucci, P  
David Bartolucci, VP

The meeting was called to order by Neil at 7:33pm.

Previous Minutes – A motion was made by Neil, seconded by David and unanimously approved to accept the previous meeting minutes as presented by Soleil.

Financials – The Board reviewed the financials for the month of February. David made a motion to approve the financials, seconded by Neil, and unanimously approved by the Board.

OLD BUSINESS

Lake and Preserve Maintenance–

A motion was made by David, seconded by Neil and unanimously approved for Superior Waterways to act as the new vendor for Lake and Preserve Maintenance.

Entrance Lighting and Cameras –

Update: both will be installed next week.

NEW BUSINESS

Community Event –

The Board discussed the upcoming event on March 31<sup>st</sup>. A motion was made by David, seconded by Neil and unanimously approved for the Board to donate \$300 to this event to help with food, drinks and vendors.

Rules and Regulations–

Neil will look through his book for the rules and regulations created by GRS. Pet waste pickup is a major issue. Letters will be sent to remind residents to leash and pickup after their pets.

Board Member Appointment –

The Board tabled this topic until they can discuss it further.

OPEN FORUM

1. Jim and Connie Jardine – Addressed the Board regarding an issue with the sod in their backyard and a resolution to replace it.
2. Joe Franco – Addressed the Board regarding why a decision was not being made to appoint a new board member.

**Adjournment:** With no further business to come before the Board, a motion to adjourn was made by Neil, seconded by David and the meeting adjourned at 8:52pm.

- Next Board of Directors meeting will be held on Wednesday, April 11<sup>th</sup>, 2018 at 7:30pm.

**Oak Haven**  
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**April 11th, 2018**  
**Meeting Minutes**

Board Members Present:

Neil Tucci, P  
David Bartolucci, VP

The meeting was called to order by Neil at 7:30pm.

Previous Minutes – A motion was made by Neil, seconded by David and unanimously approved to accept the previous meeting minutes as presented by Soleil.

Financials – The Board reviewed the financials for the month of March. David made a motion to approve the financials, seconded by Neil, and unanimously approved by the Board.

OLD BUSINESS

Gate Cameras–

The Board gave an update on the installation of the 4 front entrance cameras. David will purchase a sign alerting that the community is under surveillance.

NEW BUSINESS

Landscape Contract –

The Board reviewed the proposed contract renewal with Masterpiece Landscaping. A motion was made by David, seconded by Neil and unanimously approved to renew the contract for an additional year with no increase.

Dog Stations-

David made a motion, seconded by Neil and unanimously approved for 2 Dog Stations to be ordered and installed at the east and west ends of the lake.

Entrance Roundabout –

The Board discussed freshening up the roundabout. They will work with Mario on a new design.

Playground Repair and Shade –

The seesaw is in need of a new spring. Neil will look in his files to see if he has the manufacturers name to order that part. David will look into pricing for a shade sail. Falicia will check into permitting required.

Preserve Plantings –

David made a motion, seconded by Neil and unanimously approved for Superior Waterways to complete the preserve plantings project.

**Adjournment:** With no further business to come before the Board, a motion to adjourn was made by Neil, seconded by David and the meeting adjourned at 8:45pm.

**Oak Haven**  
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**June 28th, 2018**  
**Meeting Minutes**

Board Members Present:

Neil Tucci, P  
David Bartolucci, VP

The meeting was called to order by Neil at 7:30pm.

Previous Minutes – A motion was made by Neil, seconded by David and unanimously approved to accept the previous meeting minutes as presented by Soleil.

Financials – The Board reviewed the financials for the month of May. David made a motion to approve the financials, seconded by Neil, and unanimously approved by the Board.

OLD BUSINESS

Landscape Maintenance–

The Board reviewed additional bids obtained for landscape maintenance and agreed that Masterpiece Landscape is giving the best price for the most services provided.

NEW BUSINESS

HOA Newsletter –

The Board will work with Management to create a newsletter for the residents with updates on landscaping, parking, dog stations and cameras at entrance. The newsletter will be mailed with the budget/annual meeting notice to save on cost. After the last hard copy newsletter all updates will be sent via blast email.

Board Appointment-

David made a motion, seconded by Neil and unanimously approved to appoint Joe Whitten to the Board of Directors.

Entrance Roundabout –

The Board discussed a dangerous issue with people driving in the exit lane to bypass cars at the call box. Neil will purchase 4 reflective delineator posts to deter residents from doing this.

Removal of Trees –

The Board reviewed bids to remove 3 royal Poinciana trees in the common area on Wrangler Dr. David made a motion, seconded by Neil and unanimously approved for Masterpiece Landscape to remove these trees.

Gate Arm Replacements –

David made a motion, seconded by Neil and unanimously for Neil to purchase 2 gate arms and a motor for the gates. Neil will submit his receipts for reimbursement after purchases are made.

**Adjournment:** With no further business to come before the Board, a motion to adjourn was made by Neil, seconded by David and the meeting adjourned at 8:45pm.

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**November 28th, 2018**  
**Meeting Minutes**

Board Members Present:

Neil Tucci, P

David Bartolucci, VP

The meeting was called to order by Neil at 7:01pm.

Previous Minutes – A motion was made by Neil, seconded by David and unanimously approved to accept the previous meeting minutes as presented by Soleil.

Financials – The Board reviewed the financials for the month of October. There are 4 residents currently past due on their payment. All will receive late notices. David made a motion to approve the financials, seconded by Neil, and unanimously approved by the Board.

OLD BUSINESS

ARB Form Revised –

The Board would like for Management to make some additional revisions to the ARB. The revised application will then be updated on Soleil's website.

Common Area Pressure Cleaning-

The Board advised Management to contact Sunshine Pressure Cleaning for the bi-annual cleaning. The cleaning will take place in December or January.

NEW BUSINESS

Elections –

Quorum was not met to hold the annual elections however there was only one candidate interested in filling the vacant position. The Board appointed Jon Ballas to the Board of Directors. Neil and David will keep their positions for another year and Jon will serve as Tres/Sec.

2019 Budget-

The Board review the proposed budget line by line. A motion was made by Jon, seconded by David and unanimously approved to accept the budget as Proposed with no increase in dues.

No Parking Signs-

Management will order 2 No Park Signs to be installed by David and Neil.

**Adjournment:** With no further business to come before the Board, a motion to adjourn was made by Neil, seconded by David and the meeting adjourned at 7:30pm.



**Oak Haven**  
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**February 28th, 2019**  
**Meeting Minutes**

Board Members Present:

Neil Tucci, P  
David Bartolucci, VP  
John Ballas, S/T

The meeting was called to order by Neil at 7:01pm.

Previous Minutes – A motion was made by Neil, seconded by David and unanimously approved to accept the previous meeting minutes as presented by Soleil.

Financials – The Board reviewed the financials for the month of January. There are 3 residents currently past due on their payment. All will receive late notices. David made a motion to approve the financials, seconded by Neil, and unanimously approved by the Board.

OLD BUSINESS

Email Blasts –

The Board discussed sending an email blast out to the residents with community information. Several points of interest were discussed.

NEW BUSINESS

Community Landscape Replacements –

The Board discussed a landscape plan for the perimeter of the community. They will meet with the landscaper to get a size and count of plants to be installed.

Community Event -

The Board is planning an Egg Hunt for the community in April. A motion was made by John, seconded by David and unanimously approved for the HOA to contribute \$500 to the funding of this event.

Annual Financial Review

Proposals were reviewed by the Board to have the annual financial review completed. A motion was made by David, seconded by Neil and unanimously approved for Swinarski and Associates to conduct the review.

**Adjournment:** With no further business to come before the Board, a motion to adjourn was made by Neil, seconded by David and the meeting adjourned at 7:45pm.

**Oak Haven**  
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**May 23rd, 2019**  
**Meeting Minutes**

Board Members Present:

Neil Tucci, P  
David Bartolucci, VP

The meeting was called to order by Neil at 7:25pm.

Previous Minutes – A motion was made by Neil, seconded by David and unanimously approved to accept the previous meeting minutes as presented by Soleil.

Financials – The Board reviewed the financials for the month of April. David made a motion to approve the financials, seconded by Neil, and unanimously approved by the Board.

OLD BUSINESS

Oak Tree Trimming –

The Board discussed obtaining additional quotes for the south side only oak tree trimming. A vote will be taken at the next meeting.

Removal of Royal Poincianas –

The Board discussed removing three additional trees on the north side of the community and replacing them with crape myrtles. A motion was made by Neil, seconded by David and unanimously approved to move forward with this project.

Perimeter Re-planting Project –

The Board discussed obtaining a 3<sup>rd</sup> bid for this project. A vote will be taken at the next board meeting.

NEW BUSINESS

Community Garage Sale –

The Board discussed having a community garage sale in September. An ad will be placed in the Palm Beach Post 2 days prior to the sale. An email blast will be sent to the residents 1 month in advance of the sale so all residents can prepare their items. The gate will remain OPEN during this sale.

Playground to Half Court –

The Board discussed obtaining bids to add a half court to the playground on the east end of the community. A vote of the residents would be needed to approve this change. The Board will review bids at the next meeting and discuss whether to move forward.

Shade Sail –

The Board discussed obtaining a bid to install a shade sail over the playground on the west end of the community. Management will work on obtaining bids.

**Adjournment:** With no further business to come before the Board, a motion to adjourn was made by Neil, seconded by David and the meeting adjourned at 7:45pm.