

**ROYAL PALM RANCH HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING – OPEN SESSION MINUTES
JULY 10, 2017**

1

MEMBERS PRESENT

Tambra Williams – President (Opened Meeting Via Conference Call)
Donna Oates – Vice President
Antoinette Burnett – Member at Large

MEMBERS ABSENT

Paul Quiray – Treasurer

ALSO PRESENT

Homeowner(s) per sign in sheet
Rodney Cavanaugh
Dan Saldana

Community Protective Services
Haven Management LLC

I. CALL TO ORDER

1. Tambra Williams, Board President, called the open session meeting of the Royal Palm Ranch Homeowners Association to order at 6:15 p.m.

II. HOMEOWNER FORUM

1. The floor was open to homeowners at this time.

III. APPROVAL OF MINUTES

1. A motion was made by Donna Oates and seconded by Antoinette Burnett to approve the June 5, 2017 minutes as submitted. The motion passed 2-0-0. Tambra Williams was in route to the meeting.

IV. LIEN ACCOUNTS

1. A motion was made by Donna Oates and seconded by Antoinette Burnett to approve filing a lien against the following account per the Association's published delinquent policy: Lot 17 / Tract 12510. The motion passed 2-0-1. Tambra Williams abstained.

V. FINANCIAL

1. A motion was made by Donna Oates and seconded by Antoinette Burnett to approve the May 31, 2017 financials as submitted. The motion passed 2-0-1. Tambra Williams abstained.

VI. OLD BUSINESS

1. There is no old business to review at this time.

VII. NEW BUSINESS

1. **Work Order Track Report** – A motion was made by Donna Oates and seconded by Antoinette Burnett to purchase four (4) steel forty-five (45) gallon trash receptacles item #108-2013 from The Park and Facilities Catalog for the amount of \$587.02 each plus tax and shipping and installation to be done by Sierra West Landscape. The trash receptacles will be installed in the tot lot area, pool area and north of the pool area. The motion passed 3-0-0.

2. **Emergency Motion on Urgent/Unforeseen Matters**

A. A motion was made by Donna Oates and seconded by Antoinette Burnett to remove the padlock at the north pool gate and to have it rekeyed to the same key as the other pool gate. The motion passed 3-0-0.

B. A motion was made by Donna Oates and seconded by Antoinette Burnett to approve the Community Protective Services pool monitor contract for on-site guard services five (5) days per week from 12:00pm to 6:00pm to start on July 21, 2017 through September 30, 2017 in the amount of \$2,730.00 per month. The motion passed 3-0-0.

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- C. A motion was made by Donna Oates and seconded by Antoinette Burnett for Community Protective Services to modify the signage installation to an exterior pole at the Riverside entrance and permit parking signage only to be installed at the street sign locations. The motion passed 3-0-0.
- D. A motion was made by Donna Oates and seconded by Antoinette Burnett for management to provide Donna Oates with ten (10) gate remotes for replacement for residents that have previously purchased remotes not working at the Riverside gate. The motion passed 3-0-0.

VIII. OWNER CORRESPONDENCE

- 1. **12913 Homestead Place Homeowner E-mail Regarding Gate Remotes** – A motion was made by Donna Oates and seconded by Antoinette Burnett to approve providing the owner with two (2) gate remotes at no cost as a one-time courtesy. The motion passed 3-0-0.

IX. EXECUTIVE SESSIONS: Matters discussed in Executive Session: owner compliance issues, delinquent accounts, legal review of gate communications and owner correspondence regarding faucet repair request.

X. ADJOURNMENT

A motion was made by Donna Oates and seconded by Antoinette Burnett to adjourn the meeting at 7:30 p.m. The motion passed 3-0-0.

ATTESTED TO: _____



DATE: _____

7/7/17

Respectfully submitted by Haven Management LLC.