

Royal Pines Homeowner's Association, Inc.
Board Budget Meeting Minutes
May 3, 2011

I. Establish Quorum

A quorum was established with the presence of: Rick Jarvis, Tom Bass, Ken Fuchs, Peter Smith and Karen Quinet.

Attending on behalf of MAY Management Services: Tim Hutchison and Janette Cilliers.

II. Call the meeting to order

The meeting was called to order at 6:01 pm.

III. Approval of Minutes

Ken Fuchs made a **motion** to approve the 2/8/11 meeting minutes as submitted. Tom Bass seconded and the **motion** carried unanimously.

IV. Treasurers Report

Ken Fuchs reported we have a Surplus of \$4,500 and a CD renewed in April at 1.15%.

V. New Business

- a. Social Committee Charter – Dee Fuchs presented the Charter for review by the Board. Rick Jarvis asked the rest of the Board to review the Charter and provide feedback if any. This item will be voted on at the next Board meeting.
- b. Overnight Parking – Peter Smith reported that he had received the Security Reports on the parking violations covering the Neighborhoods; Royal Pines is the worst. Rick Jarvis requested that the parking violation report from USA Security be emailed to the entire Board for review. USSA is to use the same form to place on windshields that they are using for Turnberry Homeowners Association.
- c. Tree Replacement – The Board requested Tim Hutchison obtain quotes for removing trees, types of replacements and installing to begin considering replacing the oak trees (56 in total) along Donald Ross Way.
- d. Storm Drains – Peter Smith suggested a letter be sent to Northwest Master Board that the storm drains in Royal Pines need to be cleaned. Tim Hutchison reported that the Master Board is looking at the cost and process to clean drains.
- e. Valley Crest – Peter Smith requested for Tim Hutchison to find out what Valley Crest is doing about the median strip between sidewalk and street. Number of areas that are problematic. Also, find out when the next flower planting will be and provide the cost to the Board.
- f. Impact Fees on undeveloped Lots – Tim Hutchison will check with accounting to find out if vacant lots pay half or full assessments.

VI. Old Business

- a. Fountain Issue – Verdigo and Concrete Boutique submitted quotes. Tim Hutchison provided the cost analysis between the two vendors.

Royal Pines Homeowner's Association, Inc.
Board Budget Meeting Minutes
May 3, 2011

Peter Smith made a **motion** to approve the fountain to be purchased from Concrete Boutique with expense to the Reserve Fund. Karen Quinet seconded and the **motion** carried unanimously.

Ken Fuchs made a **motion** to approve appropriately scaled ground landscape lighting that is to be placed around the fountain. Peter Smith seconded and the **motion** carried unanimously.

- b. ARB Status in St Johns County – Process filed with the County and process is complete.

VII. Committee Reports

- a. ARB – 1 submission received and further information is required of schematics.
- b. Landscape – Committee has been working with Valley Crest and completed the front entrance. However, Jay did increase the plantings without charging the Association. The Board will need to review the Landscape Budget, as Valley Crest will be charging for the additional plantings next year. Obtain quotes from Jay Jernigan as soon as possible, so the Board can budget to achieve the same look that the community currently has.

- Request for Tim Hutchison to obtain a quote from Valley Crest on how much it would be to remove the dead bush in the medium. Request for Tim Hutchison to research the increase in expense if not related to plantings and determine how many plantings were done in 2010.

Ken Fuchs made a **motion** to approve Valley Crest proposal to replace the damaged sod throughout the community for a cost of \$2,892.21. Karen Quinet seconded and the **motion** carried unanimously.

- Cleaning area around storm drains - Hold off on going forward with cleaning the storm drains.
- Irrigation: Discussion on irrigation repairs and timeframe for repair. What are the expectations? Waiting for update from Jay on upgrade from 4" to 6". Request to have this item researched, as past dictates there may be areas that have already been upgraded.

VIII. Adjournment

Ken Fuchs made a **motion** to adjourn at 6:56 p.m. Tom Bass seconded and the **motion** carried unanimously.

The next scheduled Board of Directors meeting will be held on August 9, 2011.

IX. Open Forum with minutes recorded

- Dan Crowley inquired about the sidewalk repair throughout Royal Pines. Tim Hutchison will obtain an updated list of sidewalks that need repair.
- Carol Enos reported that Lot 54 needs to be cleaned and mowed again. There is also a leaking irrigation head by her driveway.