

RBOA November 2025 MEETING

19 November, 2025, 6:30 PM, RBCC

DIRECTORS:

Joseph Bradley, President

Amber McCormack, Vice President

Wendy Oleen, Secretary/Treasurer

Chad Fuentes, Compliance

Ben Ward, Architectural Control

Rusty Ravenhorst, Maintenance

Members are asked to inform the board president if unable to attend. Five members must be present to constitute a quorum.

AGENDA

WELCOME/CALL TO ORDER

PREVIOUS MEETING MINUTES

- Vote to APPROVE/DISAPPROVE minutes from last Board meeting

FINANCIAL/BUDGET

- Review monthly financial report.
- Home sales report and estoppel fees.
- Review of annual budget.
- Other items addressed.

ARCHITECTURAL CONTROL

- Brief any approvals of the last month.
- Discussion about allocating monies to have Nicki update the ARC spreadsheet
- Other items addressed.

COMPLIANCE

- Burg compliance updates, November inspections

- Follow-up on Florida law and authorized signage
- Vote on Operating Procedure for Covenant Enforcement/Fining Committee

MAINTENANCE/PROJECTS

- Updates on any dam related activities
- Funding request to clear trees
- Wildlife update

OLD BUSINESS

- Governing documents consolidation
- Beautification plan for entrances

NEW BUSINESS

- Annual budget vote for approval

OPEN DISCUSSION

CLOSING OF MEETING

- Motion and Second to Adjourn

Operating Procedure for Covenant Enforcement/Fining Committee (Rocky Bayou Owners Association, Inc.)

In compliance with Florida Statute 720.305 and Amendment to the Bylaws of Rocky Bayou Owners Association, Inc. Article VI, Section 7 enacted on March 10th, 2010.

I. Committee Composition and Role

Requirement	Details
Minimum Members	Must consist of at least three (3) members.
Independence	Members may not be officers, directors, or employees of the association, or the spouse, parent, child, brother, or sister of an officer, director, or employee.
Committee Role	To provide an impartial due process hearing to the parcel owner and, by a majority vote, to approve or reject a fine or suspension levied (proposed) by the Board of Directors . The Committee cannot change the amount of a fine proposed by the Board.

II. Pre-Hearing: Board Action and Notice Timeline

The Committee's involvement begins after the following steps have been completed by the Board of Directors or Management:

Step	Action by Board/Management	Required Timeline (Florida Statute)
1. Violation Identified & Initial Cure Notice	Homeowner fails to remedy a documented violation after a reasonable cure period (as defined by HOA documents, <i>not</i> by statute).	<i>Not defined in 720.305 or HOA Covenants.</i>
2. Board Levies Proposed Fine	The Board of Directors votes at a properly noticed meeting to levy (propose) a specific fine amount against the parcel owner.	<i>Addressed at the next board meeting following at least seven days from the second violation.</i>
3. Notice of Right to Hearing Issued	Association sends a formal written notice to the parcel owner informing them of the proposed fine and their right to appear before the Committee.	At least 14 days before the scheduled hearing date.
4. Hearing Scheduled	The hearing must be scheduled and held.	Within 90 days after issuance of the Notice of Right to Hearing.

III. Committee Hearing Procedure

The hearing is the Committee's opportunity to review the evidence and allow the homeowner to present their case.

Action	Committee Procedure
1. Convene the Hearing	Verify that the notice and scheduling deadline were met. Confirm the attendance of the homeowner (or their representative) and the Board's representative (or management). Confirm a quorum of at least three members is present.

2. Review of Evidence	The Board's representative presents the evidence supporting the proposed fine, including the nature of the violation, photos, dates, and citation to the governing document.
3. Homeowner Presentation	The parcel owner (or their representative) is given a reasonable opportunity to be heard, present evidence, and question the information provided by the Board. Crucially, the homeowner must confirm whether the violation has been cured.
4. Deliberation	The Committee must meet privately (not publicly) to consider the information presented.
5. Vote	The Committee votes by majority to either approve (confirm) or reject the fine/suspension as levied by the Board.

IV. Post-Hearing: Decision and Fining Timeline

Step	Committee/Board Action	Required Timeline (Florida Statute)
1. Written Notice of Determination	The Committee must send written notice of its findings to the parcel owner (and applicable occupants).	Within 7 days after the hearing.
2. Decision: Fine Approved	If the violation was NOT cured and the Committee approves the fine/suspension: the notice must inform the owner of the final approved fine amount and the due date for payment.	N/A (Fine is approved, not yet due)

3. Fine Payment Due Date	The date by which the fine must be paid to the Association.	Must be at least 30 days after delivery of the Written Notice of Determination.
4. Decision: Fine Rejected	If a majority of the Committee does not approve the fine, it may not be imposed. The association may not pursue that specific fine.	N/A (Fine cannot be imposed)
5. Decision: Violation Cured	If the violation was cured before the hearing, a fine or suspension MAY NOT be imposed, regardless of the Board's initial levy. The Committee must reject the fine.	N/A (Fine cannot be imposed)

V. Key Statutory Limits for the Committee to Consider

Limit	Details
Maximum Fine per Violation	See Amendment to the Bylaws of Racky Bayou Owners Association, Inc. Article VI, Section 7
Maximum Aggregate Fine	See Amendment to the Bylaws of Racky Bayou Owners Association, Inc. Article VI, Section 7
Lien Threshold	An aggregate fine of less than \$1,000 may not become a lien against a parcel, in accordance with 720.305