

Recap of the Rosedale Master Homeowner's Association Board

June 14, 2023 – via Zoom

This is a recap of the June Rosedale Master Homeowner's Association Board meeting, held Wednesday, June 14, 2023 via Zoom. It is not the official minutes of the meeting, but rather a recap to provide additional information of the discussions during the meeting to better inform Rosedale residents.

With a quorum present, the regular monthly board meeting was called to order by President Peter Ingraffia at 6:02 PM. Notice was posted in accordance with Florida State Statute F-720. Including board members and Resource Property Management, 32 people were in attendance.

Directors Present: President – Peter Ingraffia, Vice-President – Sigrid Seymour, Secretary – Chuck Allen, Treasurer – Bob Eisenbeis, Directors Rich Toscano and Brian Fischer. Director Ed Mazer was unable to attend.

Approval of BoD Meeting Minutes May 11, 2023: Bob made a motion to approve the May 11, 2023 minutes. Sigrid seconded the motion. All in favor; motion carried.

President's Report – given by Peter Ingraffia:

- This was the first evening Zoom Board meeting, and depending on resident turnout, the Board will review the stats and then schedule our next Board meeting accordingly.
- Last month, the concern was raised about dogs being off-leash and not under owner control. We recently received another complaint whereby a pedestrian was knocked down by a dog off-leash. The dog was apparently friendly, perhaps too friendly, and knocked the pedestrian down. The Board is again insisting that all dogs that are outside and not enclosed in a fenced area must be always on-leash and under owner control at all times.
- When we get to the part of our meeting where we review compliance issues, you will see the number of speeding fines is increasing. The Access Committee is placing the camera in problematic areas, so please be conscious of your speed. As well, there are several delinquent speeding fines, so RPM will be sending out a statement to those homeowners reflecting late fees and interest. Going forward, we have asked RPM to send out monthly statements to delinquent accounts.

Treasurer's Report – Bob Eisenbeis:

Bob reported total assets of \$2,973.8M, with \$1,295.9M in reserves, \$1,561.1M in operating cash, and \$116.7K in other assets, of which \$108.8K are delinquent fees, \$5.9K is due from an Aquagenix double payment (RPM has agreed to cover – original amount was \$35.6K; RPM has made payments totaling \$29.7K so far, and will continue to make monthly installments until

balance is paid. Total repayment will occur in 2023.), \$200 as a deposit with Manatee Co. Utilities and \$1.8K is related to a legal collection.

Overall, we are slightly under budget at this time. Exact details can be found on the Rosedale homeowner's website under the Governance tab, Committee Reports for June.

Committee Reports:

Cable Committee – Steve Pomposi reporting:

Steve provided this update:

1. Infrastructure Fortification: During the month of May, construction of the permanent on-premises facility continued, with 55% of the project completed. Interior dry wall and paint, and exterior stucco are both completed. Exterior paint and inspections have been completed this week. The electrical conduit installation has started and is tracking completion as of 6/23/23. An inspection of this is required before the electrical wire can be pulled. It will take four days to complete the electrical wire work after the conduit work passes inspection. Our target completion date is to be determined and is dependent on the timing of inspections. We expect a short-duration planned outage during off-peak hours during the switchover from the temporary hut to the permanent location, which will be communicated in advance to the community.
2. FisionTV+ Software Improvements: During the month of May, Hotwire began testing the most recent version of Set-Top-Box firmware, version 5.7.5.1 in partnership with 14 Rosedale residents. The new firmware is intended to address issues with Bluetooth remote pairing and address some ongoing Wi-Fi stability issues. It is the intention of Hotwire to update the remainder of the community with this new version firmware during the month of June. In addition, Hotwire will be deploying a new application software version shortly thereafter as well. As expected, these updates will be a constant over the course of the contract as firmware and software updates will be deployed to update security patches, maintain hardware and software currency, add new features, and correct know issues.
3. 1Q 2023 Service Level Attainment: As shared last month, Hotwire achieved all service targets except two. One was related to data availability in the month of January and the second for customer call center average speed to answer. Both failures have been addressed by Hotwire. Working in conjunction with the committee, and in recognition of the disruption to the community, Hotwire agreed and has processed a service credit in the amount of \$56,508, which represents one month of our Bulk Service agreement exclusive of taxes and fees. These funds will be placed in the operating budget.
4. Both gate houses as well as the Malachite gate have completed transition to Hotwire.

5. As the installation phase of the Hotwire initiative and the infrastructure fortification plan being implemented is nearly complete, the committee is recommending that the day-to-day oversight of the Hotwire activities be transitioned to a Business as Usual (BAU) model as it has been in the past for our previous provider. This recommendation includes disbanding the cable committee with oversight being managed directly by the master board. Board agreed.

Roads Committee – Tom Tangney reporting:

The pillar, fence, wall, mailbox post and sign post painting project has begun. The Highlands entrance and the North Bridge entrance were completed first so landscaping could finish their project. Next was the 44th Ave. entrance with pillar stucco repair and painting. Project will continue throughout the month of June. As crew moves into neighborhoods to paint mailbox posts, communication will be sent to area residents so they can be aware of work being done and asking residents to turn off their irrigation systems to let the paint properly dry.

Tom presented the board with the next project the committee is working on, which is the repair of cracked or heaved sidewalk panels, deteriorated mailbox panels and curb damage. This is the committee's recommendations:

- Replace or repair (grind) all substantially cracked and heaved sidewalks. This will mean removing the damaged panel, cutting tree roots and / or regrading if needed, and laying fresh concrete.
- Replacing 5 deteriorating supplementary mailbox station panels in the Links with fresh concrete.
- Repair, remove or replace substantial (fist sized or larger) curb damage. (Provided a vendor can be identified – this has been a problem in the past.)
- Minor chips (less than 2" wide/deep): do not address or repair. Patching is costly based on shear volume and the patch color does not match original concrete.
- Cracks in Miami curbs: do not address unless vendor suggests cost effective solution. Typically, replacement of a Miami curb costs 2-3 times the cost of replacing a sidewalk panel and is usually a short-term fix, as they crack or break again.

Board agreed with committee's recommendation. Tom will continue with process of identifying areas throughout Rosedale and getting contractor bids. Timing for this project is likely to be 2H23. Funding for this project has been captured in reserve spending.

Ian sign damage replacement is finally underway with the installation of metal street signs in the Links. Other sign replacements are expected to begin week of June 19th as materials become available.

The vendor that is doing this sign replacement work is also doing the 44th Ave. monument replacement project. Due to the long delay in securing materials and scheduling the work, we are withholding any payments until all work is completed.

ARC Committee – Peter Ingraffia reporting:

Peter stated that 28 requests had been reviewed in May, up slightly from the 27 requests in April. Only two items remain on the under-review list. In May, committee began to send approved and final decisions to the local HOA ARC reps.

Landscape Committee – Sigrid Seymour reporting:

Sigrid had two funding requests:

- 40 extra bales of pine straw mulch are needed to complete this project. Cost is \$400, and Teal will be doing the work. Also, the hedge along the cart pathway at the end of 88th St. E (which is Rosedale’s common area property) is dying and needs replaced. Committee is recommending replacing with new viburnum plants at a cost of \$12,171, and Brightview will be doing the work. This project was part of the landscape committee’s 2023 plan and came in under planned cost. Sigrid moved to approve the expenditures. Chuck seconded. All in favor; motion carried.

Storm Water Management Committee – Sigrid Seymour reporting:

Sigrid reported that the committee had estimates for the invasives removal project; however, committee needed more time to review and provide recommendation. Intent is to have an ongoing maintenance program as well as determine what areas need to be done.

Sigrid and Gary Schaefer met with JR Evans to review a preliminary report on the 88th St. flooding, as well as Eastwood Park and Links Pond #5. They expect final report within the next month, which will allow the committee to determine next steps. Remedies will probably be initiated in late 2023 or early 2024.

There are some pond repairs that need to be completed to gain certification from SWFWMD.

Question was raised about the wetlands and who maintained them. Sigrid responded that these areas were maintained as needed, and looked at by our engineers on a regular basis. Admiral also does regular maintenance in these areas as well.

Community Access Committee – John Sasa reporting:

John reported 52 speeding instances in May, which were given to the Compliance committee for review. All vendors that were identified as speeding were contacted and notified of the incident, and a list of golfers and club guests was sent to Stuart Cobb to address. Placement of the radar camera will be increased based on recent increased speeds in Rosedale. Of the 52 identified speeders in May, 18, or 35% were in excess of 10 mph over the speed limit, with several in excess of 40 mph. As required, the camera will be sent out for re-calibration and testing in June. The certification will be done at a licensed testing facility.

John and George Keys met with Allied Security to review performance issues previously addressed. They also re-negotiated the contract, which expires the end of June. New contract includes wage increases for the site supervisor and all officers and will be good until the end of 2024, or for the next 18 months. This increase was expected and had been calculated into the 2023 budget. Rich moved that the board approve this new contract with Allied Security. Sigrid seconded. All in favor; motion carried.

As earlier reported, the committee held several meetings with various board members and Envera security management to better understand what Envera can do to increase security in Rosedale, including software and equipment that could increase speed and accuracy while making it easier for residents to use. Current proposal of \$86,745 would replace most of our current security equipment, Dwelling Live, install new high-tech camera system and plate readers, and install 6 additional security barrier arms at both gatehouses. If board decided to go with Envera, there would be a monthly maintenance fee that would replace current licensing fees we are paying for Dwelling Live and New IQ maintenance fees. As board members had just seen this proposal, it was recommended to postpone any decisions until further analysis and discussions could take place. It was suggested that additional number crunching be done on the proposal to separate out the various aspects, such as the technology component, peripherals, and material expense.

Communications Committee:

As there was nothing new to report for the meeting, Peter skipped over the communications report.

Lighting Committee – Chuck Allen reporting:

The lighting projects along the 87th St. E runway as well as the Highlands circle, approved by the board last month, will begin on or about June 19th.

When the landscape committee finishes the refurbishment project at the Highlands entrance and North Bridge, lighting in those areas will be evaluated and adjusted as needed.

The lights around the 44th Ave monument have been removed in anticipation of the new monument work commencing soon. Once the monument is finished, the lights will be reinstalled and repositioned, including the landscape around the monument.

Several of the lights on the SR70 monument entrance are burned out – new fixtures have been ordered.

Committee will be looking at the gatehouse lights for replacement. The 44th Ave. gatehouse lights are too dim and gate attendants are requesting more light / visibility in this area.

Community Standards and Practices – Brian Fischer reporting:

A survey has been sent to all Rosedale residents requesting their input on their understanding of the current CC&R's, ease of accessing the CC&R's, and any recommendations for updates or changes to the existing CC&R's. Residents are encouraged to take the few minutes needed to respond and provide input to the committee.

Compliance Committee – Fred Booth reporting:

Compliance committee reviewed speed violation list from the access committee and recommended that identified May speeders be fined at the new guidelines. 37 individuals were found to be speeding 35 MPH or less and will be fined \$25 per occurrence, while 15 individuals were found to be speeding in the 36-44 MPH range and will be fined \$100 per occurrence. Peter moved to waive the reading of the names of the speed violators and to approve the committee’s recommendation for the fines. Sigrid seconded. All in favor; motion passed. While individual names were not be announced at the meeting, a list of the addresses of the offenders will be published in the official meeting minutes. Notification letters will be sent to these individuals by RPM Friday, June 16th and Monday, June 19th, with details as to the infraction, fine, and information concerning a hearing should they wish.

Notification letters will also be sent out to those with delinquent fines, along with late fees and interest on unpaid fines. This will become part of the regular monthly notification process, which will be both the monthly fines as approved by the board along with notices of delinquencies.

Because of the large number of speeders along 87th Street, the committee recommended that the Board consider having an electronic speed sign installed if the June speed count remains high along 87th. Board agreed to look into it.

The committee recommended a follow-up to the complaint of an individual who refuses to properly screen their pool equipment and cage as our CC&R’s require. Numerous violation notices have been sent to this individual but ignored. Committee recommends the homeowner be given 30 days to submit an ARC request for approval of such landscaping. If this is not done, then a \$50/day fine will be levied as stipulated by our fining schedule. Board agreed.

44th Ave. and Lena Road Project Committee: Fred Booth reporting:

Fred stated that the Public Works department has reported that work outside Rosedale on 44th Avenue could begin in late August.

With no old business to discuss, meeting move on to new business.

New Business:

Funding requests were all handled during committee reports. Those items not covered were:

1. Bob moved that the board accept the reserve study. Work had been completed with input from most of the committees that impact the annual budgets and long-term planning needs. Chuck seconded. All in favor; motion carried.
2. Bob moved that the board accept the 2021 Audit. Work was delayed on completing the 2021 audit due to covid; however, it was now completed. Once we approved this audit, the company will begin with auditing 2022. Rich seconded. All in favor; motion

carried. Peter asked if there was a timeframe or certain timing that the audits needed to be done, and Bob replied that there was no specific timeframe.

3. RPM Update: Brian and Sigrid have been meeting with RPM, reviewing the contract and the needs of our community. Providing some background, Brian stated that RPM was brought on by the developer in 2015 to assist in managing the community, and RPM was retained by the association upon turnover. In reviewing the contract, it became apparent that we as an association have different needs than those of the developer, as well as the community as evolved with different needs. To that end, the 2022 board put in the budget to hire a part-time property manager to close the gap on these needs. Upon examination of current role of RPM and our needs, Brian and Sigrid are recommending a full-time property manager strictly devoted to Rosedale. RPM would hire and manage this person, as well as continue to provide the office support needed. Currently, we are paying RPM approximately \$50K/year for their base services. The board had approved an additional \$39K for the part-time property manager, so we have allocated \$89K to RPM in the 2023 budget. Hiring a full-time property manager, including RPM office support, and other related cost associated with hiring a full-time person, would run approximately \$120 - \$135K/year, depending on the experience level of the person hired for the position. As we have not hired anyone so far this year, it is not expected to impact the 2023 budget. However, it would mean an increase of \$25-\$40K in the 2024 budget, or roughly \$22-\$37 per household. That does not mean other areas of expense in the budget would not be lower, in effect, covering this increased cost, but it shows the actual increase for this budget item now and in the future. While RPM has been trying to hire a part-time person, it has been hard to find viable candidates. Now RPM has two potential candidates that could be full-time, so Brian and Sigrid felt the board needed to decide now to move the process forward and not potentially lose a good candidate for us. Brian moved that the board approve the proposal of hiring a full-time property manager. Peter seconded. All in favor; motion carried. Several board members suggested that the scope of work and defined measurables be more clearly noted and vetted before the hiring process began.

4. Insurance Update: As reported last meeting, Brian was looking into our various insurance coverages to ensure they were adequate. Brian reported that after meeting with our agent, he was comfortable with the company, as they represented larger, more secure insurance companies. However, he felt our insurance levels were inadequate. Therefore, Brian recommended the following:
 - a. Brian moved to authorize an increase of our Fidelity Bond limits to \$4M. This amount covers our current funds (reserves and operating cash). Expected cost increase for this coverage is expected to be approximately \$3,000/year. Brian is going to try to have coverage retroactive to our current policy inception, which was May 7th. Chuck seconded. All in favor; motion carried.

- b. Brian moved to authorize securing an Umbrella Policy for Excess Coverage in the amount of \$10-\$15M. Expected cost increase for this coverage is expected to be approximately \$3,000/year. Peter seconded. All in favor; motion carried.
 - c. Brian moved to authorize a request for an endorsement to our Workers Compensation Policy to include volunteers. He is expecting this to be included in the above Umbrella Coverage plan at no additional charge. Peter seconded. All in favor; motion carried.
 - d. Property Coverage for our common buildings, which is the gatehouses: current coverage is around \$140K. Brian questioned whether this was adequate coverage, and board members agreed. Brian moved to have an updated appraisal of the two gatehouses for insurance coverage purposes. Sigrid seconded. All in favor; motion carried. Brian and Sigrid will work to find a certified appraiser to conduct this work.
5. Chuck provided the board with a proposed update to the Access Committee Charter's Purpose and Responsibilities. Rich moved to accept changes. Peter seconded. All in favor; motion carried. Chuck will provide final copy to Ed to post to the website.

With all business covered, Peter opened the meeting to any resident's questions.

Poonam Bhogal asked if there were any updates to her concerns about potential hazardous spraying of Round Up in the neighborhoods. Sigrid responded that she had spoken with Teal, who handles the association's common grounds, and they use a less volatile but similar product. Committee will look a potential to switch to other herbicides. However, Sigrid wanted Poonam to know that the committee and Teal ONLY handled and managed the common grounds. The local HOA's had their own contracts for lawn maintenance which the master board and landscape committee had no control over. Also, there are 7 additional areas throughout Rosedale that are not individual HOA's, where homeowners managed their own lawn care. Suggestion was to reach out to the RCC to gain additional information and education to the various local HOA's.

Susan Hetzler asked about wetlands maintenance and removal of invasives in these areas. She stated that vegetation was creeping into homeowners' areas in Links 4. Sigrid asked Susan to reach out to her with location so she and the team could investigate this further.

Bill Moran had several questions:

1. Bill asked if the financial report was reported correctly. He asked that if an invoice for Allied hadn't been received yet, how could this area be over budget? Bob will look into.
2. Bill stated he felt there were statutory requirements for audit timing and preparation. He recommended looking into that to ensure we were compliant.

3. Bill was pleased to hear that the ARC was now notifying the local HOA ARC reps with committee decisions. However, he asked if the HOA presidents could also be copied, as in his HOA's case, there was no local HOA rep. Peter replied that was not a problem; the mailing list was kept by the committee and his name could easily be added.
4. Bill asked for an update on the Malachite plantings. Chuck informed him that progress was continuing on this project. Boring beneath the street to secure electric to the irrigation area had been completed, and the electric meter is awaiting permit approval to be wired. Once that is done, Teal can work on laying the wiring to the valves and setting up the timer. This work needs to be done before any grass is planted.
5. Bill encouraged the board to consider volunteer time to the cost analysis for the Envera proposal, as the committee members have spent much time solving systems issues and manning the gates when employees do not show up.
6. Bill asked when the Community Standards Committee met. He would like to attend the meetings. It was suggested he reach out to Ed to get invited.
7. Speeding and Compliance: Bill stated that in his opinion and research he had done, speed bumps did not help with this situation and punished those that did abide by the rules. He felt the only way was to change behavior, and that was through the fining process. He acknowledged that the board had recently reduced the fines; he wondered if they might need to be increased.
8. Bill asked if the reserve study would be posted and was told it would be.
9. Bill stated that the RCC and local HOA's were working on insurance coverages and needs as well, and he asked Brian if they could work together on this project. As had been discussed in the RCC meeting, while not every HOA might need the same coverages, there probably were a lot of similarities, and the potential for lower rates might come from using the same insurance company.
10. A question had been raised about ownership of the new Hotwire hut. Bill believed that Hotwire owned the building, but the association owned the ground. This will be checked.

Dave Kuchinski asked if the board was aware of the CH6 lawsuit by a select group of Links residents, and the petition before the court to add the Rosedale Master HOA to the lawsuit. He asked what we knew about it and what we planned on doing. Peter responded that the board was aware of the lawsuit as was our legal counsel. We are following up with counsel to determine if any action needs to be taken regarding this latest petition.

With no more resident comments and all agenda items covered, Chuck moved to adjourn the meeting. Sigrid seconded. All in favor; motion passed. Meeting adjourned at 8:50 PM.