

From: Ed Mazer, Communications Committee <Communications@RosedaleMHOA.com>
Sent: Monday, December 29, 2025 5:42 PM
To: Edward & Charlene Mazer
Subject: Recap of Dec 18th Rosedale Master HOA Zoom Board Meeting



Rosedale Master Homeowners Association

www.rosedalemasterhoa.com

Recap of the Rosedale Master HOA Zoom Board Meeting December 18, 2025

The Rosedale Master Homeowner's Association Board meeting was held Thursday December 18, 2025, via Zoom.

With a quorum present, the regular monthly board meeting was called to order by Vice President Chuck Allen at 2:03 pm. Notice was posted in accordance with Florida State Statute 720. There was a total of 27 people in attendance, including board members and RPM

Directors Present: Vice President Chuck Allen, Treasurer Brian Fisher, Secretary Ed Serra and Directors Ed Mazer, Paul Green and Susan Hetzler.

Approval of BOD Meeting Minutes November 20, 2025: Susan made a motion to approve the November 20, 2025, minutes, Ed M. seconded the motion. All in favor; motion carried.

President's Report – given by Chuck Allen:

1) I'd like to welcome Caitlin Moore to her first Rosedale BoD meeting. Caitlin became our dedicated property manager effective December 1st, and she has hit the ground running. She brings a wide area of expertise and experience to the role, and we're glad to have her as our PM.

2) There have been several emails from RPM regarding our annual due payment. While RPM has sent an additional clarifying email, there still may be some confusion with residents. This original email was a general notice sent to multiple associations managed by Resource Property Management

(RPM) and included information that may not apply to Rosedale Master HOA. The 2026 annual assessment for Rosedale Master Association is \$2,532, due as a one-time payment on January 1, 2026. Homeowners are provided a 30-day grace period. Payments not received by January 31 will be considered late and will incur a late fee equal to the greater of \$25 or 5% of the assessment amount. Owners currently enrolled in Auto Draft (ACH) do not need to take any action. Your maintenance fee will be automatically deducted on January 3.

There are several payment options

Online Banking:

If you use online banking to process your maintenance fee payment, it is extremely important you have the correct information. RPM's email provided this information.

Check by Mail:

Credit Card & E-Check (Vantaca Homeowner Portal):

Payments may be made through the Vantaca Homeowner Portal at home.resourcepropertymgmt.com.

- Credit card payments will incur a 3.25% service fee
- E-check payments will incur a \$1.99 flat fee

Please disregard any references to coupon booklets included in the previous email, as that option does not apply to Rosedale.

A written invoice was mailed to each homeowner this past Monday and if you have not already received it, you should be receiving within the next few days. The invoice is also available in the Vantaca Homeowner Portal under "Recent Messages" on the home page once you log in.

3) Our annual meeting date has been set for March 10, 2026, and will be held at the same venue as we've used the past several years – Bayside Community Church, located at 15800 E SR64. Meeting will start at 6 PM; doors will open at 5:30 PM. Further details will follow in a meeting packet that will be mailed in early January 2026.

4) There will be three open positions for the board in 2026. Those interested should begin working on a short write-up stating why you want to run for the master board. This information will be sent out to all the Rosedale residents to review and then vote for these open positions. More information will be included in the initial notice of our annual meeting packet that RPM sends out in early January.

5) You may have noticed that the old rubber speed humps on 87th have been removed and new asphalt speed humps installed. Caitlin will provide more details in her manager's report.

Treasurer's Report – given by Brian Fischer:

By way of summary, total assets are \$1,824,361.75 from which \$1,176,744.16 constitutes reserves and \$8,200.00 are funds held on account of others, leaving \$436,107.01 in Operating Funds. We currently have 17 units which have not paid some portion of their Annual Maintenance Fee constituting an outstanding balance of \$7,557.73. After adjusting for additional income and expenses through the conclusion of November, 2025, available discretionary funds for the remainder of the year are now \$98,070.52. We maintain \$35,000 of this amount for unexpected storm damage. I am estimating we have \$63,070.52 in discretionary funds available for the remainder of the year.

We do appear to be on track to finish the year well within budget.

Committee Reports:

Infrastructure Committee –Tom Tangney reporting:

Installation is nearly complete on the recent sign project. This covered 50 - 60 signs and posts that were either old/faded/illegible and/or damaged by past storms. Note that some of the replacement signs look a little different from the existing signs as changes were made to reduce weight and wind profiles for increased storm durability.

Numerous treatments over several weeks of the "Carnoustie" pond coupled with dead fish removal and (finally) some rain, has eliminated the algae bloom and odor in this pond.

An extensive survey of the sidewalks and curbs in Rosedale has been initiated. As mentioned last month, items on 88th St were marked with yellow paint with more to follow elsewhere. The goal is to complete a survey of all of Rosedale in December, solicit bids prior to the January board meeting, and, with board approval, have work (grinding or replacement) completed in mid to late Q1 2026.

Thanks to Caitlin Moore, the new CAM at RPM, who has rapidly gotten up to speed and has contributed to a substantial improvement in communication, responsiveness, and project support.

Pressure cleaning continues in Rosedale. We have requested an updated schedule and invoice so that this charge (\$24k) can be allocated to 2025.

A resident asked about the possibility of providing lights at all intersections – Chuck said they would review with the team.

ARC Committee – Chuck Allen reporting:

The Committee met twice in November and addressed 22 requests. No requests are under review.

The Committee has received and approved several requests for permanently installed soffit lighting. It is the intent that these requests be reviewed on a request-by-request basis. Each installation is unique to the house style, placement of lights on the house, and house proximity to neighbors. The intent being to ensure light placement that may wrap around to the sides does not interfere or disturb next door neighbors. This is especially important with so many of our homes on zero-lot lines. Since we have adopted this guideline, we have not encountered any difficulty from homeowners who have requested these lights.

Landscape Committee – Sigrid Seymour reporting:

No Funding request this month.

PROJECTS

- In process of applying for Manatee Enhancement Grant for the enhancement of the 44th entrance. Will receive \$10,000 toward the refurbishment planned for Q1.
- Save a Tree has completed some additional tree removal and trimming.
- Dog park has been treated for fire ants.
- Additional trees were removed from behind fence at the 70th entrance and philodendrons were planted behind the fence for additional screening.
- Blue Daze were planted at North Bridge entrance, small park at Highlands Links and Royal Dornoch, and corner of 51st and 88th.
- 2 Slash Pines will be planted where many were removed in Westbury along the pond. We will see how these mature and will consider replacing others where they have been lost.

Community Access Committee – Ed Mazer reporting:

Speeding Program:

Last month the camera was focused on 87th St in November to see impact of the speed bumps. By the time we have the meeting, I expect that the hard rubber speed humps will have been replaced with more gradual asphalt speed humps built into the roadbed. We expect that the speed calming effect will be similar.

The camera was out on 87th 10 times in November, with it being placed on 88th St once and twice on Tobermory. We had 26 speeders in November: 0 residents, 1 tenant, 5 guests, 4 obvious vendors listed as guests, 2 associated with the golf course, and 14 unidentified vehicles.

By street, the number of speeders were:

- 87th: 10 (averaged 1 speeder per day)
- 88th: 1 (averaged 1 speeder per day)
- Tobermory: 6 (averaged 3 speeders per day)

For a snapshot comparison, the cameras were out 11 times in July, with 41 speeders on 87th during 6 days (averaged 7 speeders / day), and out 16 times in June, with 63 speeders on 87th during 7 days (averaged 9 speeders / day). Needless to say, the speed bumps have slowed traffic down.

We have placed traffic counter on Tobermory to count the number of vehicles and speeds on a 24-hour basis for the next week or two. This data will allow us to do some additional analysis on the extent of speeding on Tobermory. You will be hearing more about this in the near future.

For the resident's speeding report, we had 10 speeders: zero residents, 1 tenant, 5 guests and 4 obvious vendors listed as guests.

We have one tenant speeding in November; and, therefore, one fine for \$25.

Golf course: 2 speeders for November, and both were golfers. Therefore, no fines for the golf course for November.

Gatehouse

We continue to work on mapping out and documenting the TEKWave and Camera equipment at our 44th and SR70 gatehouses. The goal is to make them more robust and less susceptible to failures. We have made significant progress in reducing the incidence of downtime. There is still more to do, and we are focusing now on making our gatehouse security installation rock-solid reliable.

We are reassigning the IP addresses of components to avoid conflicts that have in the past caused the system to fail and creating a network diagram with configurations to document the complete installation to improve sustainability and ease of support.

We are installing equipment cabinet at both gatehouses to allow for better organization / protection of IT devices and rewiring and labeling all cables. In 2026 we plan to upgrade our Routers, Firewalls and switches.

I am requesting the Board authorize \$2,400 for Gatehouse maintenance to install cabinets and approve the plans for 2026. Susan Seconded the motion, then all in favor, motion passed.

TEKWave User App

TEKWave recently updated their phone app and caused a number of residents agita. When they first installed the TEKControl Visitor Management App, residents quickly learned that if they didn't log out, they could open the app without logging back in. The problem arose when TEKWave pushed the updated app to their phones, it logged them out and they had forgotten their password and could not log back in to enter visitors.

We made you aware of the issue by email. Since then, Howard Levy and I have been busy resetting passwords for residents and reminding them to save the passwords someplace for future reference.

In a few instances, the app was not successfully updated and the old app no longer worked with the updated database. In those instances, residents were instructed to delete the app on their phones and go out to their App Store (Apple App Store or Google Play Store) and reload the updated app.

Other Activities

- Access continues to provide support to residents with Tekwave regarding warranty deeds, leases, and various issues.
- Planning for the simulated remote monitoring of 44th Avenue Gate during the 11-7

shift.

Communications Committee - Ed Mazer reporting:

Pretty much business as usual:

1. Composed and sent out blanket emails to the community in November.
2. Posted copies of email to the Website
3. Visited new homeowners personally to deliver Rosedale Welcome Packages.
4. In November we responded to various inquiries in Contact Us.
5. We answered scores of direct email inquiries in October
6. We updated the email database with new email addresses.
7. We posted signs for all of the Board Meetings and closures.

Lighting Committee - Chuck Allen reporting

Maintenance repairs should have been completed this week for the lights at the Sweetbriar

entrance, lights along the 87th corridor, lights around the SR70 gatehouse, and the monument light at Clubview Crossing.

Our holiday lighting have had a couple of issues with lights on the palm trunks at the SR70 entrance. As soon as they are identified, we notify the vendor and they have been very prompt on getting them repaired.

Community Standards and Practices - Ed Mazer reporting:

Nothing new to report.

Insurance report - Brian Fischer reporting:

Nothing new to report.

Compliance Committee - Paul Green reporting:

Paul reviewed the November speeding report and recommended the board approve the speeding fines for the 1 resident at \$25

Chuck made a motion to waive the name of the speeders, Ed Mazer seconded, then all in favor, motion passed.

Chuck then made a motion to fine the 1 resident speeder at \$25. Ed Mazer seconded the mention, then all in favor, motion passed.

Once again, we mentioned that Fred Booth has retired from his position as Chairperson. Furthermore, the Board will be appointing a permanent Chairperson for the Committee within the next month or so. In the Interim Paul Green will be Chairing the Meeting.

As it concern's resolutions, the Board needs to adjust the Committee Charter to say "up to seven Members" and not a "minimum of seven Committee Members required." Paul made a motion to revise this section of the charter, Susan seconded the motion, then all in favor, motion passed.

We are also looking for additional members to join the Committee. We are a group looking to preserve the beauty and tranquility in Rosedale. Caitlin Moore introduced herself and her credentials as the newest RPM Property Manager. We were impressed with her experience and look forward to working with her.

Holiday Lighting was discussed, at this point, it needs to be more definitive as to how it will work within Rosedale. Some houses have installed permanent lighting in the eaves of the homes that is white in general but can be changed to reflect various holidays throughout the year. It should be noted that permanent attached lighting needs ARC approval. Some lights are hung up but not technically "permanent". We need better definition for these as well. This is

the beginning of a discussion to address when and how long the lights can be of festive colors and how it effects our direct neighbors.

The Board will come up with a resolution.

A car was reported to be on the street pointed in the wrong direction without license plates on Carnoustie. With Susan Hetzlers help, I met with the owners of the vehicle and discussed the severity of the situation. A Tow Truck will be moving the vehicle inside their garage to be repaired.

There was no Hearing Committee Meeting this month.

January will begin our evaluation of Roof's, Driveways and lawns, please make sure they are clean of soot, dirt and other growths.

44th Ave. and Lena Road Project Committee – Chuck Allen reporting:

The county has replaced the Bahia with St. Augustine sod at our 44th Ave entrance. Teal has made the necessary irrigation adjustments for the area. The county has also sodded the bank area west of the entrance with Bahia. This area was left bare by all the pipes and equipment stacked there during construction. The Bahia will match the existing Bahia that is along the roadside.

Manager's Report – Prepared by Caitlin Moore, CAM from RPM reporting:

I. INTRODUCTION:

My name is Caitlin Moore, and I am the new association manager for Rosedale Master Association with Resource Property Management. I bring 10 years of experience in community association management, a summary of my responsibilities includes overseeing the day-to-day operations of the Association, supporting the Board and Committees, and coordinating vendors, I look forward to working with the Board and the community.

II. FINANCIALS

Reports will be loaded to Vantaca as completed.

FINANCIAL NOTES:

2025 Audit & Taxes – Devin and Associates has been chosen to complete your 2025 reports.

Year-End Write Off's - I met with Chuck and Peter and reviewed the aging report. There are small amounts totaling \$244.48 that I would recommend

writing these off to clean up the AR report for the new year. Chuck made a motion to write off these amounts, Ed M seconded, then all in favor, motion is passed.

III. ADMINISTRATION

Administrative Services: Cristina Stewart is assigned to assist with regard to administrative duties for Rosedale Master Association. She is available at the office to assist unit owners and BOD members when I am unavailable. She can be contacted at cstewart@resourcepropertymgmt.com or 941-348-2912.

2026 Annual Meeting: 3/10/2026 @ 6pm

First Notice will be mailed on 1/9/2026. Please do not forget that your NOI will be due on 1/29/2026 and your BIO, should you wish to include one, is due 2/3/2026. The Second Notice will be mailed a minimum of 14 days prior to the meeting.

Insurance: The association's property insurance renewal is coming up in January. I have been in contact with Sara Mower, our representative of The Baldwin Group. She is currently waiting on the carrier to release the renewal quote. Upon receipt, she will forward to myself, and I will share with the Board.

V. MISC

Speed Hump Enhancement

The old speed humps were removed on December 15th, and Parking Lot Services installed the new speed humps the same day. The painting of the speed humps occurred on December 16th. A vendor will be hired to come and clean up all the debris from the removal as well as stack the old rubber speed humps on pallets to be picked up by Traffic Logix.

Record Retention Policy

A record retention policy (sample attached) is important for compliance with Florida Statute 720 because it ensures that homeowners' associations properly maintain, protect, and make accessible official records as required by law. The statute mandates specific records be kept for defined periods and be available for member inspection. A clear retention policy helps the association meet these legal obligations, promotes transparency and accountability, reduces the risk of disputes or penalties, and supports effective governance by preserving critical financial, operational, and historical records. This is something for the Board to consider and send to the association's attorney for review prior to adopting.

Collection Policy

A clear collection procedure (sample attached) is important in HOAs because it ensures consistent and fair handling of unpaid assessments,

protects the association's financial stability, and helps maintain property values. By outlining timelines, notices, and enforcement steps, the procedure promotes transparency, reduces disputes, and ensures the HOA has the funds needed to maintain common areas and provide services for all members.

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Old Business:

All covered above

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New Business:

Chuck opened a discussion about parking problems when cars and trucks park on both sides of the street and block traffic. It was noted this is prohibited in our CC&Rs, but is very hard if not impossible to enforce. Several residents have proposed alternate side parking to alleviate this problem. Paul, Brian, and Susan will review the situation and report their findings.

With no additional old or new business to discuss, Chuck opened the meeting to any residents' questions:

A resident asked for clarification on the number of board members. Chuck clarified that the Master Board has 7 members, of which 3 will be open for a vote this coming annual meeting.

Another resident noted that there are mailboxes all along one side of the street in the Legacy and Highlands sections, and that if we instituted alternative side of the street parking, that would result in the mailboxes being blocked.

A resident asked the frequency of sidewalk cleaning, Tom stated once per year and that the Links is almost complete and then the vendor will work on Legacy and Highlands.

Another stressed that the board should now focus more on speeders on Tobermory. Chuck responded that we had the speed monitoring devise, but

had some issues with the batteries, so getting that fixed first, then the device would be placed on Tobermory to collect data 24/7 for a week or so.

Susan said she welcomed Caitlin Moore, and her interaction with her has been great and would assist with the records retention and collections policy update. With no other resident comments and all the agenda items covered, Chuck moved to adjourn the meeting. Paul seconded. All in favor; motion passed. Meeting adjourned at 3:08 pm.

The next Board of Director's meeting will be Thursday, January 15, 2026.

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