

**ROTONDA WEST ASSOCIATION, INC.  
646 Rotonda Circle, Rotonda West, FL 33947**

**Board of Directors Meeting  
Thursday, October 8, 2020 – 2:00PM**

**MINUTES**

**PRESENT:** Patricia Aho, Sam Besase, Patti Cowin, David Kelly, and  
(via Zoom) Jerry Eldred, Peter Traverso, Stephen Froggatt

**Management:** Derrick Hedges, RWA Manager

**Members:** Joe Harris, Hank Killion, Dale Jensen, Barb Peszko, Bill Bennett, Earl Haas, Cari Hale, Mike Roller, Doug Newport, Maureen McDowell, Karen Harvey, Randy Keller, Carmen RD Mallipredi and (via Zoom) iPad, Allyson Eakin, Andrew Leonard, Virginia Ambard Mahon, Yjordan, kentandbonnieanselment, Bernie S, Steve's iPad, Kelly's Ipad, jim, Diane Shaw, gwen grace, Bob Bondeson, Ruthann Brown, Maria, Susan S, Pat's iPad, Walt Vonah, Johna Donahue, Bob, Karen Adelman, michael Donahue, sally, Vickie Lowe, Don, Les, George Donna, iPhone h/t lynn adamd, Cindy Griesse, Karen Sewell, Greg, Les Goodman, Frank Warren, Irene.

The Meeting was called to order by President Aho at 2:05 PM. The meeting was properly noticed and a quorum was present.

The Pledge of Allegiance to the United States of America was said by all.

Director Besase moved the Board to approve the Meeting Minutes for the 18 Sep, 2020 Joint BOD/B&F Meeting. 2<sup>nd</sup> by Director Eldred. **Motion passed 5-0 with one Abstention and one "Sue Me".**

Director Traverso motioned to approve the Meeting Minutes for the 24 Sep, 2020 BOD Meeting. 2<sup>nd</sup> Director Eldred. Motion passed unanimously.

**MEMBERS INPUT** (Agenda Items)

Bill Bennett inquired as to the process for issuing a Deed Restrictions Violation. President Aho explained that a Compliance Officer annotates the violation which is then turned over to Ms. Holly Carr. Ms. Carr then attempts to contact the member via phone, email, and failing that finally via U.S. Mail. Mr. Bennett indicated that in his travels through the community that he sees numerous violations and is concerned that the restrictions are not being uniformly enforced.

Mike Roller spoke in support of re-opening of the Community Center for groups, in particular the Ukelele Club.

Doug Newport mentioned that requiring masks while singing would not be practical and wanted to have the Board consider allowing masks to be removed during singing so long as the other social distancing provisions were in place.

Bernie Schmelz addressed the reserve insurance deductible set aside.

## **OFFICERS, EMPLOYEES & CONTRACTORS REPORTS**

### **President's Report:**

President Aho motioned to move the 2<sup>nd</sup> meeting of October to the 23<sup>rd</sup> at 10 AM. 2<sup>nd</sup> Director Besase. Motion passed unanimously.

### **Treasurer's Report:** Director Besase

- YTD RWA INCOME SUMMARY SHOWS THAT THE RWA IS AHEAD OF INCOME PROJECTIONS BY ABOUT \$41.4K THRU SEPTEMBER 30, 2020
- YTD RWA EXPENSES SUMMARY SHOWS THAT THE RWA IS UNDER EXPENSE PROJECTIONS BY ABOUT \$155.9K THRU SEPTEMBER 30, 2020
- YTD OWNER ASSESSMENTS ARE ABOUT \$7.5K AHEAD OF INCOME PROJECTIONS THRU SEP 30, 2020
- YTD OWNER DELINQUENCIES – ABOUT 289 OWNERS OF ABOUT 353 PROPERTIES ARE DELINQUENT THRU SEPTEMBER 30, 2020 – THIS REPRESENTS ABOUT 4.4% OF RWA PROPERTIES ARE DELINQUENT
- YTD ESTOPPEL & TRANSFER & INTEREST INCOME LINE ITEMS ARE ALL AHEAD OF 2020 BUDGET PROJECTIONS BY A TOTAL OF \$36.7K THRU SEPTEMBER 30, 2020
- YTD EMPLOYEE WAGES/BENEFITS EXPENSES ARE UNDER PROJECTIONS BY \$82.0K THRU SEPTEMBER 30, 2020
- 2 CDARS (\$255K-OPERATING) TO CASH OUT AND PUT INTO OPERATING IN OCT 2020BOD MOTION TO PUT \$117K INTO RESERVES IN OCTOBER/NOVEMBER-2020
- GOVERNOR'S MORATORIUM ON FORECLOSURES HAS BEEN LIFTED AS OF OCTOBER 1, 2020 – MULTIPLE RWA FORECLOSURES ARE IN THE BIG W LAW FIRM PIPELINE – 15 MONTH PROCESS
- 2021 BUDGET PROCESS WITH THE BUDGET & FINANCE COMMITTEE INCLUDING WORKSHOP WITH BOD IS COMPLETE -TO BE DISCUSSED – RESIDENT INPUT - DURING TODAY'S BOD MEETING.

### **Manager's Report:** Derrick Hedges, Manager

Office staff has been busy updating account information to ensure members are eligible to vote. An additional 49 properties have been notified of an intent to lien for non-payment and liens have been placed on 34 more properties. Maintenance crew has been working on areas of Broadmoor Park, mowing, replenishing shell paths, and sprayed the paths. Spot mowing was also conducted in the "dryer" greenbelts. The 4<sup>th</sup> canal bank mowing cycle is completed. Florida Aquatics has sprayed the water lettuce in the "finger lakes" in Pebble Beach and White Marsh. They also harvested in Long Meadow and White Marsh.

### **Deed Restrictions Violations:** Holly Carr, Administrator

Director Besase moved the Board levy the fines on the members for the violations listed numbers 1 through 20. If confirmed by the Compliance Committee, these fines shall be automatically imposed. 2<sup>nd</sup> Director Traverso.

Director Kelly inquired as to whether there was a picture of the parking violation at 431 Rotonda Circle indicating that the parking was in excess of the 12 hour limit allowed for work being done on the property. Ms. Carr noted that she had multiple pictures of parking violations that had nothing to do with the painting being conducted. 9/8 Silver car, 9/11 truck and silver car, 9/29 yet another vehicle illegally parked in the same spot.

Director Traverso commented that there are a lot of fines for failure to submit an RMC application. He proposed putting an article in the West Ways to alert owners of the need to submit an application prior to having any work done. President Aho responded that Chairman Peszko has done a lot to get the word out and that an article was recently in the West Ways highlighting the RMC process as well as on Facebook. Motion passed unanimously.

### **Committee Reports**

#### **Activities Committee** – Andy VanScyoc (Chair)

No Report.

#### **Administration/Personnel** – President Aho (Chair)

No report.

#### **Aquatic Committee** – Stan Plizga (Chair)

Nature Walk Reminder

Where: 646 Rotonda Circle (RWA parking lot)

When: Friday, October 16, 2020

Time: 8: 00AM

What to bring: Binoculars if you have them, sunscreen, water and good walking shoes.

#### **Budget & Finance Committee** – Hank Killion (Chair)

- 2021 BUDGET COMPLETED
- WORKSHOP W/ BOD COMPLETED
- RECOMMEND \$190 RESIDENT ASSESSMENT FOR 2021
- 2021 INCOME RECOMMENDATION
- 2021 EXPENSE RECOMMENDATION
- 2021 RESERVES RECOMMENDATION
- TRANSFER FEE INCREASE TO \$150 – MOTION BY B&F, NEED BOD APPROVAL (NOV 1, 2020)
- AWAITING RESIDENTS INPUT 10/8 ON 2021 BUDGET RECOMMENDATIONS
- AWAITING BOD APPROVAL 10/8 ON B&F 2021 BUDGET RECOMMENDATIONS

- 2021 AUDIT ENGAGEMENT AUTHORITY LETTER SIGNED
- 2021 RESERVE STUDY – ENGAGEMENT LETTER NEEDS BOD APPROVAL (\$4K)
- TRACTOR HOURS USEFUL LIFE & DEPRECIATION JUSTIFICATION COMPLETED
- RESERVES FOR TRACTOR PURCHASES ARE ADEQUATE AND HAVE ALREADY BEEN SET ASIDE
- IN HOUSE MOWING JUSTIFICATION COMPLETED - SAVES RWA \$85K
- INTANGIBLE EQUIPMENT AND MANPOWER FLEXIBILITY

Director Cowin inquired as to whether the mowing justification worksheet, and the other updated budget spreadsheets had been sent to the Directors. Chairman Killion indicated he had emailed these to the Board Members, Budget and Finance Committee Members, and Manager Hedges. Of the Board Members, only Director had received them.

President Aho reminded Chairman Killion of the need to add motions to the 23 October B&F report to address catastrophic losses, a reserve study, transfer fee increase, and one to keep the assessment at \$190.

**Buildings & Grounds** – Director Besase (Chair) see attached

- Parking lot solar lights at Broadmoor Park to be completed by 10-31-2020
- Walking Trail, small section between 2 lakes to be completed by 10-15-2020
- Electricity at 2 new memorial parks to be completed by 11-19-2020
- 5 year plan recommendations are being updated by 12-31-2020, then to BOD

**Communications** – Karen Harvey (Chair)

No Report.

**Compliance** – Richard Duggan (Chair) Vice Chair Barb Peszko reported

Meeting was on October 1<sup>st</sup> and 6 members came to plead their case. Of that 6, 1 was trash can violations and 5 were parking violations. One parking violation was dismissed. All other fines were levied.

**Deed Restriction** – Patricia Aho (Chair)

No Report

**Election Committee** – Dale Jensen (Chair)

No Report.

**Residential Modifications Committee** – Barb Peszko (Chair)

Total applications: 65  
 Total disapproved: 01                      No site plan submitted  
 Total tabled: 0  
 Emergency: 0

Ms. Peszko also announced that Holly Martin resigned from the committee as she is moving from Rotonda West. Ms. Peszko then mentioned a problem with a garage that was built on Sportsman Road. The plans submitted looked good but the build is completely different from

what was submitted. She requested clarification on how/who will track the improvements. President Aho agreed that this is an important issue and under the Deed Restrictions the Association has the right to conduct inspections. The Manager can work with the RMC and Compliance Officer to come up with a plan to address this.

**Wildlife Committee** – Cari Hale (Chair)

No report.

**UNFINISHED BUSINESS**

Director Cowin read a proposal containing specific restrictions for opening the Community Center for the Ukelele Club.

Director Besase then added his thoughts on reopening covering things such as, individual decision whether to go to the Community Center, stating that if one feels ill and/or is experiencing symptoms such as fever, shortness of breath, loss of taste/smell, etc. they should stay home. He added that deep sanitizing should be conducted twice a day, social distancing should be practiced, and maximum attendance for the Community Center should be set at 60 people. He would like the chairperson or leader of each group to take the temperature of their attendees to ensure no one with a temp of 100 or higher is admitted to the facility.

Director Kelly does not want to consider individual groups but would prefer to come up with a plan to allow all groups to return.

Director Traverso inquired as to the Association's liability if we reopen. President Aho replied that we have liability insurance that would cover us and added that during COVID19 seminars being held it was pointed out that it would be very difficult for an individual, who contracted COVID to pinpoint the source.

Manager Hedges would prefer that a staff member be present and that the restrooms remain open while the building is open.

President Aho then requested Directors, Besase, Cowin, and Kelly create a subcommittee to draft protocols for use of the Community Center. The meeting should include Manager Hedges as well.

**NEW BUSINESS & COMMUNICATIONS** – President Aho

President Aho then announced that the RWA's ballots for the upcoming election have been received. She did not open the envelope and marked it for return to Geoff Lorah as the Board had previously agreed not to cast any votes in the election.

President Aho motioned to allow the Women's Club Blood Drive, Big Red Bus, to park in the Marina Parking lot on 12 October. 2<sup>nd</sup> Director Traverso.

Director Besase commented that groups have been bypassing the appropriate committees and going straight to the BOD for a decision. He encouraged groups to follow the appropriated procedures in submitting their requests. **Motion passed 5-2 with Directors Besase and Traverso voting in the negative.**

## **MEMBERS INPUT** (Non-Agenda Items)

Bill Bennett would like the Fishing Club to be able to begin using the Community Center again at the previously agreed upon rate of \$50 per meeting or at most \$100. He requested a decision be made in time for their January meeting.

Andrew Leonard asked if Hank Killion recommends outsourcing the RWA mowing. Regarding the Mr. Bennett's concern about inconsistently applied violation enforcement, he mentioned that Realtor signs tend to grow to twice the permitted size by the addition of riders such as, pool, pending, golf view, etc. With respect to the election, Mr. Leonard believes the process is a bit backwards. He thinks the order should be member pages out, then member meeting, and lastly the ballots go out. He was also really upset that a Board Member would vote "Sue Me" on a motion. He felt that it was disrespectful to the other Board Members and the RWA members. Finally, he believes there should be a spot on the agenda for response to member input.

## **DIRECTOR INPUT**

Director Cowin responded to Mr. Leonard's concern regarding the Board addressing member input. She indicated that, in the minutes sent to the Directors, she highlights the items requiring some sort of action or response. In the past she has included these items under "Unfinished Business" so that the items could be addressed and not forgotten but did not include everything for the latest agenda. President Aho commented that such things do not belong under "Unfinished Business" as that is strictly for motions by the Board. She suggested adding a section to the Agenda covering "response to member questions". Also, when the questions are best answered by a particular committee those questions will be forwarded to the appropriate committee.

## **ADJOURNMENT**

Meeting adjourned at 3:23 pm.

**Next Board Meeting:** 10 AM, October 23, 2020

Respectfully Submitted,  
Patricia Cowin,  
Director/Secretary

Attachments:  
Agenda  
Minutes  
Reports

