

Rotonda West Association Inc | 646 Rotonda Circle | Rotonda West, FL 33947 US

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Administration

Category	***Details***
Estoppels and Transfers	Processed **35** Estoppels and **35** Transfers so far this month

****Electronic Voting** **For the RWA Board of Directors****	We emailed members to vote electronically. If you missed the email, watch for reminder emails and make sure to check your spam folder for an email from **noreply@condovoter.com**
****Mailed Ballots for the RWA Board of Directors****	Paper ballots have been mailed for voting this week. If you don't receive your paper ballot by mail within the next couple of weeks, please email ***Faela@rotondawest.org*** to request a replacement so you can vote.
New homeowner Packets	Processed and mailed out **27** packets for new homeowners
Parking passes and permits	Processed **49** parking passes and additional permits so far this month
New Construction	We have recently received approvals for **3** new construction plans from **Cape Cave Corporation** and have not released any new construction deposits. This brings our total number of ongoing new construction projects to **112** homes, which are currently awaiting final occupancy certification under the **New Construction Clean Site Program**
Legal	**Delinquency Letters** Processed and mailed **9** delinquency letters to members who have not fulfilled their obligations regarding annual assessments or violation fines **Release of Lien**

	Released **1** Claim of Lien on a foreclosed property in the White Marsh section **Claim of Lien** Processed **2** Claims of Lien on properties in the Pine Valley section for unpaid assessments and deed restriction violations **Notice of Intent to Foreclose** Processed **1** Notice of Intent to **Foreclose** on a property due to unpaid assessments in the **Long Meadow** section
Residential Modification Applications	The Residential Modification Committee has been diligently processing and approving applications this month, with **88** approved. To ensure that your application is handled efficiently and approved, please make sure to complete your entire Residential Modification Application. If you have any questions or need assistance with your application, please contact ***Faela@rotondawest.org***
Estoppel compliance assistance	Assisted members in selling their properties through the estoppel process, bringing **1** property into compliance. Members selling a home may contact ***Jenny@rotondawest.org*** for assistance
Section 16: Tree removal list	Updated the **Section 16** tree removal list. So far, **250** members have received letters, **233** properties have been brought into compliance, and **17** members still need to address **Brazilian**

	Pepper trees and dead trees on unimproved vacant lots. Members may contact ***Kelsey@rotondawest.org*** for more information.

Office Visits	During the week, **98** members visited the Rotonda West Association Office to make inquiries, submit applications, and drop off their election ballots
Notarization services	The RWA Administration Office has assisted **34 Members** with notarization services so far this month. This service is free for members, and documents should be in English to streamline the process.
Automatic payment	**1** new member signed up for autopay this week. To learn how to sign up for payments, please contact Jenny at ***Jenny@rotondawest.org***
Payment plans	Assisted members in setting up payment plans and successfully added **2** additional members this week
Collections	Collected approximately **$1640** this week from members with past-due payments for deed restriction violations and past-due assessments

Rotonda West Maintenance Staff

Category	***Details***
Broadmoor Park	Graded, smoothed, and applied **5 tons** of material along the **3.5 miles** of walking trails at Broadmoor Park

	Additional electrical work was completed, including lighting installed around the front entrance sign
Vacant lot mowing	We're mowing our **7th** cycle in the **Oakland Hills and Pebble Beach section**. Next week, the **7th** mowing cycle will continue in the **Pebble Beach, Pinehurst, and Greenbelt sections**
Common Area Maintenance	Mowed, trimmed, and treated weeds at **Liberty Island** Landscaping and sod installation are currently underway at **Pine Valley Memorial Park** Mowed and trimmed around the **5** front entrance signs from **Cape Haze Drive to Boulevard North** Pruned shrubbery and treated weeds at all **Memorial Parks,** adding mulch where necessary Applied mulch to all of the segment signs on **Rotonda Circle and Boundary Boulevard** Replaced all American flags at the Memorial Parks and Broadmoor Park **Removed 2** palm trees and **3** pine trees from the common areas in the **Broadmoor and Pine Valley sections**

	Mowed the vacant lots on **Mark Twain** and set up **2** porta potties and trash cans for Trick-or-Treating Our amazing **RWA volunteers** added new native plants and mulch to the **Butterfly Garden**
Community Center	In **October,** the Rotonda West Association actively coordinated the Community Center's use. They organized and set up, then dismantled, tables, chairs, and partitions for **2** board meetings, **54** club and activity meetings, **4** committee meetings, and **10** RWA community events. Additionally, they assisted members in scheduling **1** private event, dedicating a total of **135** staff hours to ensure everything ran smoothly
Section 15: Residential properties	Mowed and trimmed **2** neglected residential properties under **Section 15** in the **Oakland Hills and Pebble Beach section**
Treatments for canals and invasive plants	We applied treatments for invasive species, including grasses, in the **Broadmoor Park lakes**, and conducted spot treatments to manage Torpedo Grasses

Thank you,

Derrick Hedges

Manager

Rotonda West Association, Inc.

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