**NOTICE OF**
**MEMBER REPRESENTATIVES MEETING**
**APRIL 22nd, 2026**
**1:00 p.m.**
**PALM CITY COMMUNITY CENTER**
**2701 SW CORNELL AVENUE**
**PALM CITY, FL 34990**

## MEETING AGENDA

1. Call to Order
2. Quorum Called
3. Approval of Minutes from October 22nd, 2025
4. Nominating Report
5. Budget Committee Report – A) Year to date financial review.
   B) 2025 Audit Review
6. Landscape Committee Report
7. Surface Water Management Committee Report
8. President's Report
9. Old Business
10. New Business
11. Adjourn

Immediately following Member Rep Meeting
Elizabeth Bonan from
Ross Earle Bonan Ensor & Carrigan, PA
Presents DBPR Required Continuing Education
4 Hour Credit Course

MARTIN DOWNS PROPERTY OWNERS
ASSOCIATION, INC.
3501 SW CORPORATE PARKWAY
PALM CITY, FL 34990

**UNAPPROVED**

# MINUTES OF THE MEMBER REPRESENTATIVES/ BOARD OF DIRECTORS' MEETING PALM CITY COMMUNITY CENTER 2704 SW CORNELL AVENUE, PALM CITY, FL 34990 October 22nd, 2025

In attendance were the following:

**MDPOA Board:** Laura Cardinale, President
Patricia Brimlow, Vice President
Bernie Carmell, Secretary

**MDPOA Staff:** Todd Rosenhaus, Administrator

**Legal Representation:** Elizabeth Bonan, Esq.

**Member Representatives:**

Carla Vertesch, Charter Club (204); Donna Lawrence, Clubhouse Court (48); Diane Ranaldo, Eagle Lake (114); Dan Thornhill, Egret Pond (87); Luis Rubio, Heronwood (157); Carol Marcinkus, Ibis Point (120); Carol Paprotna, Islesworth (123); Karen Bevis, LaMariposa (86); Todd Rosenhaus, Mallard (43); Jay Mahoney (8); Bob Leach, Montebello(20);Lindy Cardinale, Osprey Creek(45) Joe Remian, Parkside(68); Michael Pettinicchio, Pheasant Run(30); Alfred Bobb, Pine Ridge (300); and Rose Wright, Sunset Trace (596).

## CALL TO ORDER

The Member Representatives meeting was called to order by Laura Cardinale, President, at 1:30 pm.

## QUORUM

President Cardinale verified that a quorum was present.

## APPROVAL OF MINUTES

President Graham requested approval of the April 23, 2025, meeting Minutes. A Motion was made by Dan Thornhill and seconded by Rose Wright to approve the minutes as written. The motion was unanimously approved.

## BUDGET COMMITTEE REPORT

2026 Proposed Budget Review: Administrator Todd Rosenhaus gave a detailed review of increases and decreases of certain line items in the proposed 2026 budget compared to the 2025 budget. The item with the largest increase was Security Access. Todd also informed the Members of two items helping lower the 2025 budget which were the rental income from the office and a surplus carried over from 2024. Laura Cardinale requested approval of the 2026 budget. A motion was made by Diane Ranaldo and seconded by Dan Thornhill to approve the presented 2026 budget. All were in favor. Motion passed.

## LANDSCAPE COMMITTEE REPORT

Todd Rosenhaus, presented his report on behalf of the Landscape Committee:

Chairperson Todd Rosenhaus extends his appreciation for all the help and support provided by MDPOA President, Laura Cardinale and Yellowstone Landscaping. He also thanks the Committee - Kathryn Frawley, West Villages Representative, Mary Ann Hudecki, Sunset Trace Representative, Bill McFarlane, Monarch Representative and Clair Liebert, Meadows Representative.

Annuals are due to be installed along Martin Downs Boulevard, MDPOA offices, and West Village entrance in the next month.

Fertilization and pest control treatments continue for sod and flowering trees on Martin Downs Boulevard.

Structural lifting and trimming of 221 Oak trees were completed in September 2025.

Trimming of 120 assorted palm trees along islands of Martin Downs Blvd scheduled to be completed in next few weeks.

Plants were replaced along Martin Downs Boulevard on islands 9 & 10 due to motor vehicle accidents causing damage.

Replacement plants were installed at Martin Downs POA sign on corner of Martin Downs Blvd & Martin Highway due to dying materials.

Line of sight maintenance continues to be a high priority to ensure roadway safety.

**SURFACE WATER MANAGEMENT COMMITTEE REPORT**

Todd Rosenhaus presented the report on behalf of the Surface Water Committee:

Martin Downs POA (MDPOA) per the master documents, and plat dedications, is responsible to maintain a surface water system consisting of 65 interconnecting retention ponds and creeks, and hundreds of miles of underground drainpipes, outfalls, control structures, weirs and bulkheads. The MDPOA surface water system was designed under South Florida Water Management District (SFWMD) and built by the developer starting in the 1980's. The system design was re-surveyed in 2021 and found by engineers, Culpepper & Terpening, to be properly designed and built for the current use. MDPOA uses money budgeted for the continued inspections and maintenance of this intricate system, which works as a whole, to move rainwater from residential and commercial roads, golf courses, and roofs, to retention ponds (lakes) based on designed bleed down times controlled by control structures. The entire system must be maintained by one dedicated entity to ensure the whole system works together as designed and works properly; and that entity is known today as "the Master", or Martin Downs POA, which received the task of maintaining the Martin Downs surface water infrastructure at turnover from the developer.

Todd Rosenhaus gave the following overview of current projects:

The annual pipe and outfall inspections were completed in May, and the following areas were identified to be further investigated for possible repairs and/or replacement, or the work was completed:

Charter Club – Location 2092 SW Agusta Trace – Clean & TV street drains and pipes to determine sinking of structure cause.

Charter Club – Location 2232 SW Agusta Trace – Clean & TV street drains and pipes to determine sinking of structure cause.

Charter Club – Location 2284 SW Shoal Creek Trace – Clean & TV street drains and pipes to determine sinking of structure cause.

Mallard Creek – Location 4247 SW Mallard Creek Trail - Clean & TV street drains and pipes to determine sinking of street gutters.

Palm Point/ Palm Isle – Location Next to Tennis courts - Clean & TV pipes to determine cause of sinking area.

West Villages – Location Sandhill Road by Egret Pond – Sinkhole of side of road - Clean & TV pipes to determine cause of sinking grass area.

Heronwood- Location Corner of Sand Hill Road and Heronwood Road- Clean & TV along Sand Hill Road to determine cause of sinkhole on corner.

Pipe Projects pending:

Charter Club- Lining 3 sections of pipes – 18 inch RCP from CB2 to CB3, line from CB3 to MH4 and line from CB3 to MH1. These pipes are located by corner of Augusta Trace and Olympic Club Terrace, across from tennis courts.

West Villages – Relining two sections of pipe along Sand Hill Road.

Palm Isle/ Palm Point – Relining section of pipe near Tennis Courts under oak trees along property line.

Completed Projects

Lake Re-slopping at Sunset Trace – Lakes 20,22 &23 Completed in May.

Lake 50 – Meadows – Pipe Replacement – Completed May

Lake 20 – Sunset Trace – Pipe Replacement – Completed May

Lake 40 – Monarch -Wood Bulkhead Repair – Repair leaks to approximately 100 L Ft – Completed September

Lake 39 – Monarch – Replace wood bulkhead cap boards along entire length of 336 feet. - Completed September

Lake 25 – La Mariposa - Replace wood bulkhead cap boards along entire length of 1580 feet - Completed September

MCSO No Trespass & Beware of Alligator Signage – Please be advised these signs will be installed at all MDPOA lakes throughout all communities by end of year.

No Trespassing Reminder –

To ensure the safety of residents, guests, and pets, MDPOA's Executive Committee in 2015, voted to make all 65 retention ponds and creeks owned and maintained by MDPOA, and the surrounding 20' maintenance easements around them, no trespass areas. It is good idea for each Member to remind their residents and/or employees, to please refrain from any type of recreation in the retention ponds due to many hazards, including drowning, poisonous snakes, roof/roadway/fertilizer-contaminated water, and of course alligators. While nuisance alligators are removed by Florida Fish & Wildlife at MDPOA's request, it is important to understand ALL bodies of water in Florida have at least one alligator living there. And when one unfortunately must be removed (killed), there is another right behind it. Therefore, please remind everyone that to avoid a tragedy, do not recreate, walk, fish, sun, swim, play with children and pets anywhere near the water.

**PRESIDENT'S REPORT**

1) President Laura Cardinale reported that we just completed a reserve study of MDPOA which was conducted by the company Reserve Advisors. Laura reported all of our reserve line items are right in line with recommendations from the report, except the building reserve which will need to be increased. She also stated the report is posted on our MDPOA website. Laura advised that Newfield Development property requested till end of 2026 to allow run off water be diverted into Bessey Creek during high rain events until construction of their retention ponds are completed. These waters run through Mallard Creek and Crane Creek. Replacement of bridges over Bessey Creek are in the beginning stages of planning, design and funding. One bridge in Mallard Creek and two bridges in Crane Creek need to be replaced. This project is approximately two years from starting. Laura informed members that all MDPOA lakes will have Martin County Sheriffs No Trespassing signs and beware of alligator signs installed around all lakes. This will start in the next few weeks and take about a month to complete.

**OLD BUSINESS** - None

**NEW BUSINESS** - None

**ADJOURN**

A Motion was made by Donna Lawerance and seconded by Carol Marcinkus to adjourn the meeting at 1:48 p.m. All were in favor. Motion passed.

Respectfully submitted,

*Bernie Carmell*
Secretary

Surface Water 4/22/26

Surface Water Project updates:

Completed Projects

Charter Club – Clean two catch basins, seal leaks and cracks in catch basin at 2284 & 2283 Shoal Creek and mud up structure. Seal small crack in 18" pipe two feet from 2283 address.

Charter Club – Jet clean lines day of lining, line 18 inch RCP from CB2 to CB3, line from CB3 to MH4 and line from CB3 to MH 1 .

West Villages – On Sand Hill Road by Egret Pond – Clean line and install 245 LF of 18" CIPP liner.

West Villages – On Sand Hill Road by Heroin wood – Clean line and install 340 LF of 24" CIPP liner.

Palm Point/ Palm Isle – Location Next to Tennis courts - Clean 150 LF of 30" pipe, remove broken sections of liner and the install 150 LF of CIPP new liner.

West Villages – Repair broken MDGC irrigation line under Crane Creek Ave.

La Mariposa- Install 336 feet of bulkhead cap with pressure treated 2 x12 wood

Install 165 Martin County Sheriffs No Trespassing signs and Beware of Alligator signs at all 65 MDPOA lakes.

No Trespassing Reminder –

In an effort to ensure the safety of residents, guests, and pets, MDPOA's Executive Committee in 2015, voted to make all 65 retention ponds and creeks owned and maintained by MDPOA, and the surrounding 20' maintenance easements around them, no trespass areas. As the end of the school year fast approaches, it is good for each Member to remind their residents and/or employees, to please refrain from any type of recreation in the retention ponds due to many hazards, including drowning, poisonous snakes, roof/roadway/fertilizer-contaminated water, and of course alligators. While nuisance alligators are removed by Florida Fish & Wildlife at MDPOA's request, it is important to understand ALL bodies of water in Florida likely have at least one alligator living there. And when one unfortunately has to be removed (killed), there is another right behind it. Therefore, please remind everyone that to avoid a tragedy, do not recreate, walk, fish, sun, swim, play with children and pets anywhere near the water.