



VILLAROSA MASTER
ASSOCIATION, INC.

June 2008

Dear VillaRosa Property Owner:

We are well aware of current real estate market challenges and interested in taking all well-advised steps to protect property values here in VillaRosa. VillaRosa remains far less scathed by foreclosures (according to reports on TBO.com) and bad debt than many of our peer communities, and we want to keep it that way. Certainly, home values have dropped from their highs of a couple of years ago, and currently sit back at 2004-5 levels. No efforts of ours can compensate for those market conditions; however, we can take steps to ensure our community looks cared-for, fresh, and desirable. To that end, you will be seeing several refurbishment, update, and improvement projects underway in our community.

Common Property Freshening

Some efforts will involve refreshing the landscaping and signs at the entrance to VillaRosa. We will also enhance the landscaping at the intersection of Boulevard of the Roses and Reflections Boulevard. The front entry, from Lutz Lake Fern Road to (and along) Reflections Blvd. is our shining glory. It sets us apart from many peer communities, makes our community more desirable, and can tell the world we are a thriving community that cares for its infrastructure. We are at a normal schedule point for painting of hard elements (balustrades, signs, etc.), and are taking advantage of that schedule to incorporate a new, more current color scheme. You may have seen the palette experimentation at the Esmeralda enclave monument at Tea Rose and Reflections.

Mailbox Freshening and Standards / Supplier Changes

A project was initiated some months ago to address our need for a new mailbox resource. Again, the timing was ideal to incorporate a fresher, more updated design standard, without undue burden on the community. The process culminated in a notice to all residents of the rule change discussion and vote at the regular April Board of Directors meeting. Several residents participated in the discussion, and a vote was taken at that meeting to implement the new standards for VillaRosa mailboxes and their structures. There are several components to the new standards, including a new product/vendor, a new purchase process, and new design elements. The full standards are provided below. **Please attach this to your copy of the existing Community Standards, as it represents a formal Amendment to the Community Standards.**

Beyond enabling a fresher look for the community, the mailbox review process *has also achieved a meaningful financial savings for residents at the point of purchase of a new structure. The new wooden mailbox structures will be priced at almost half that of the PVC structure and less than half of all other custom wooden structure pricing available*

TRADITIONS ENCLAVE EXCEPTION: Traditions residents should contact the Traditions association for guidance on mailbox standards and requirements.

New Mailbox Standards and Program Specifics

If, after reviewing these standards, you have any questions, please do not hesitate to contact the Community Association Manager (CAM), Mike Spall at Greenacre Properties.

c/o Greenacre Properties, Inc.
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Phone: 813.600.1100 • Fax: 813.963.1326
Web Site: www.villarosahoa.com
E-MAIL: villarosa@greenacreproperties.com

Managing / Maintaining Your Mailbox.

Good maintenance practices requires that mailboxes and posts be cleaned monthly, protected from weed-whacker damage, and painted at a minimum of once per year. Residents have the option of conducting their own repair or replacement of portions of mailbox structures. Any personal repair / replacement efforts must meet size and design specifications of the new standards. Please contact the CAM for assistance.

The VR CAM reviews mailboxes as a regular task in his weekly inspection drive-through. The CAM will note conditions that represent an insufficiently maintained and managed mailbox: excessive weed-whacker damage at base of post, excessively cracked or sagging posts, sagging or cracked support arms, poor paint condition, dented/dirty/embellished boxes, missing numbers, etc. Residents with mailboxes in these conditions will receive a written notice from the CAM requesting improvements and/or replacement.

Retrofit Requirements and Schedule.

All residents are required to bring their mailbox structure conditions into sync with these new standards *prior to June 2008*. For existing structures in good condition, that includes replacement or painting of box to black, painting existing wooden structure in new beige with black striping and new rose colors, and converting numbers to black. *Residents with PVC mailboxes, please see below.*

Residents with existing structures not in acceptable condition to meet current maintenance requirements should plan to complete necessary repairs or replacements as necessary and/or required by the CAM. Residents may purchase a replacement structure from the new vendor.

Residents with Dual / Shared assemblies each have the same level of responsibility for mailbox structure maintenance, retrofits, and replacement as necessary. The refusal of one party to a dual assembly does not remove the responsibility from the other party. If you have questions or problems in managing this arrangement, please contact the CAM for assistance. Residents should communicate on the retrofit / replacement requirements.

Color Palette.

All paint colors are Sherwin Williams . . . Exterior . . . Satin Finish.

Black: SW 6258 Tricorn Black *Post striping . . . box . . . numbers. . . field on carved posts*

Beige: SW 7536 Bittersweet Stem *Post and arms and numbers on carved posts*

Rose Red: SW 7578 Borscht

Leaf Green: SW 7730 Forestwood

Existing PVC Structures.

Existing PVC mailbox structures may remain in place until condition requires (or homeowner prefers) replacement. At replacement, PVC structures shall be replaced in compliance with standards in place at that point.

New Custom VR Mail Structures.

Any new installations shall be of wood construction, all with the same design (photo of the new design standard will be available at www.villarosahoa.com). New posts will vary in post size dependent on the enclave of residence. Some enclaves have dual or shared mailboxes, and that condition will continue. All new posts shall have a PVC base protector to minimize damage from landscaping activity.

1. Heritage, Esmeralda, Augusta Ridge, Faberge:
Use either 4x6 or 6x6 option (see old Nohl Crest vs. Weekly structures for examples).
2. Dual / Shared Box Areas (for example, Pasadena portions and Camelot):
Coordinate with Neighbors – Choose dual structure
3. All Other Enclaves: Use 4 x 6 structure

Mail Boxes.

Mailboxes will now be black aluminum or vinyl/PVC. New post purchases will include a black aluminum box. Boxes in satisfactory condition may be painted with paint to meet the requirement. *See 'Color Palette'.*

Address Numbers.

Address Numbers will now be black. Attached numbers must be a minimum of four (4) inches in height and in black. Existing boxes with carved numbers rather than attached numbers shall paint the field of color behind the numbers in **black** and paint the numbers themselves in the **beige** from the color palette. New structure purchases will include black attached numbers. *See 'Color Palette'.* Note for Dual Structures: Numbers remain the sticker type placed on the front support, as per current models.

Decorative Elements.

Decorative elements for new wooden installations are under consideration and additional information will be forthcoming. Existing PVC structures require two (2) "VR" round medallions. On existing wooden structures with carved roses, paint the rose in the new color palette. *See 'Color Palette'.*

Cost of Wooden Structure from New Vendor.

Between \$230 and \$250 . . . Price will be finalized by the time you read this, and will be posted at www.villarosahoa.com. Price includes installation. Price includes new wooden structure painted in new color palette, PVC base protector, new black mailbox, new black address numbers, and any decorative plaques as may be required by the Association standards in the future.

Purchase Process.

To secure the attractive savings available through bulk orders and pass that savings on to residents, the Board of Directors has contracted to order a supply of wooden structures in bulk, have them held in storage by the supplier, and delivered and installed on demand. Therefore, all requests for an installation by the new vendor should be directed to the Association. **Important Note:** The Association will not take any profit in this arrangement. The arrangement is simply an investment of Association funds to obtain a financial advantage for resident-purchasers.

If the condition of your structure requires replacement and you want to order one from the new vendor – or if you simply prefer to have a new structure:

- (1) Complete a Mailbox Structure Order Form (see page 4"). Forms will be available at www.villarosahoa.com -- initially under 'Announcements' -- and through the CAM;
- (2) Enclose a check in the correct amount as posted on-line or available through the CAM, made payable to VillaRosa Master Association, Inc. (3) Address it to Greenacre Properties – Attention, Nora Blackerby.

Be sure to know which structure assembly is allowed in your particular enclave, and check the correct box choice on the form. If you have any questions, please contact the CAM before ordering. Once the order form and check is received, the association will place the installation order with the supplier. Please allow three weeks for installation. Homes with Dual / Shared assemblies must submit a form that provides the addresses and signatures of both homeowners involved in the purchase. The form may be accompanied by one check or by one check from each signing homeowner totaling \$210.00.

Association Support Programs

To support this transition as fully as possible, the Board of Directors will implement the following assistance programs. For additional detail, please contact the CAM.

1. Paint Supplies

The Association will purchase and keep on hand a small supply of paint in the colors from the new palette. Homeowners in minimum groups of six (6) homes may request use of that paint for repainting

existing wood structures in good condition . . . *at no cost*. Please e-mail vrboard@villarosahoa.com to arrange for sign out and pick up of paint. Prior to any distribution of paint, the CAM will confirm the good condition of the boxes in question.

2. *Painting Service*

The Association can connect homeowners with a service vendor to accomplish paint, box, number, and/or post protector upgrades. The cost of painting to comply with new standards will be approximately \$35. The cost of box, number, and protector upgrade will be approximately \$75. Final prices and necessary information will be posted at www.villarosahoa.com and available through the CAM. Again, the CAM will confirm the good condition of the box in question.

3. *Resources for Numbers, Black Aluminum Boxes*

Black aluminum mailboxes and numbers are regularly available, in-store and on-line, at such resources as Home Depot, Lowes, and WalMart.

Please inspect your mailbox structure's condition and prepare for any necessary maintenance. At the next instance where paint / maintenance is necessary or required on your structure, please be prepared to accomplish it in line with the new standards. If your condition requires replacement, please place any orders to the new vendor as soon as possible. In normal weekly inspections, the CAM will make notes on all mail structure conditions and advise of any required maintenance. **All retrofit work and all replacements required by unsatisfactory conditions must be completed, according to new standards, at the next instance of maintenance or prior to June 2008, whichever comes first.**

Thank you in advance for your support in continuing to keep our community looking fresh, updated, prospering, and desirable.

Best regards,

Board of Directors
VillaRosa Master Association, Inc.

Mailbox Structure Order Form

Enclave Name _____

Resident 1 Name: _____

Resident 1 Address: _____

For Dual / Shared Assemblies Only . . .

Resident 2 Name: _____

Resident 2 Address: _____

Please arrange for installation of the following mailbox assembly:

- 6 x 6 Mailbox Post and Mailbox
- 4 x 6 Mailbox Post and Mailbox
- Dual Mailbox Post and Mailbox

I have enclosed check(s): _____, made to: VillaRosa Master Assn., Inc.

SIGNATURE ---RESIDENT 1

SIGNATURE --- RESIDENT 2 (DUAL/SHARED ONLY)
