



BOCA WEST

MASTER ASSOCIATION

BWMA BOARD OF DIRECTORS MEETING

Wednesday, March 29, 2023; 2:00 P.M.

Minutes

In attendance: Elaine Wittlin, Danny Bejarano, Ronnie Pollard, Jeff Greenfield and Steve Jonas and Murry Perelman. Shep was absent. Michael Eustace, Executive Director, was in attendance.

Village Representatives: Liz Rome, Cedar Glen, Bob Schwartz, BWCC, Mark Dorfman, Peppertree, Rick Chavis BWCC Grievance Committee, Alan Glazer, Akoya,

Mrs. Wittlin called the meeting to order at 2:00 PM and established a quorum. The February 23, and the March 24, 2023, Organizational meeting minutes were approved as written.

President Message

Mrs. Wittlin welcomed Mr. Perelman and Mr. Jonas to the Board.

Mrs. Wittlin commended the Board and the BWMA staff for their accomplishments over the past year. There will be two new projects this upcoming summer which are the Glades gatehouse and the left-hand turn lane into Akoya.

The committee member appointments for the BWMA Committees and the Joint Venture Sub-Committee will be selected next week.

Mrs. Wittlin advised that after further discussion with Mr. Greenfield and Mr. Bejarano, it was mutually agreed that there will be two Vice Presidents seats for the 2023/2024 term.

Executive Director Message

Mr. Eustace reported on the following:

- We are finalizing the contract for the Glades Gatehouse renovation. This will be communicated to the residents via flyers, eblasts and signage. The entrance will be closed but the real estate office, employees and the tenants will still be able to access the BWMA building. This will be a huge inconvenience to the residents, guests and employees. Mrs. Wittlin noted that this project was voted and approved by the past Board of Directors and Village Representatives.
- We are waiting on 43 light heads that were ordered in December but delayed due to a chip component the manufacturer needs. Installation will begin as soon as they arrive. The project updates the roadway lighting to LED along Country Club Blvd and Boca West Dr up to the Sports Center. The lighting will match the lighting at the Sports Center.
- The survey work of the roadway parcels has begun and is expected to be a six-week process.

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- We are currently bidding out the Akoya left turn lane project. Once a bid has been accepted, it will go in for permitting. This is projected to start in June and will take about two weeks for completion.
- The Jog Road pavers are in very bad shape and need major repair. Due to limited supply and high cost for a custom match to be made, we will be lifting and storing the Glades' entrance pavers as they are an exact match. When the timing is good, those pavers will be used to make the needed repairs. Yamato is also in need of minor repairs and will also be coordinated over the summer.
- We have scheduled for Mr. Perelman, Ms. Ellis and Mr. Bejarano to meet with 5/3rd Bank to determine when the loan money will be deposited into our account, how to invest it, and discuss cash flow. Mr. Bejarano suggested asking the bank to place the money in the best highest possible yield without taking any undue risk. Mr. Eustace advised that the bank is going to provide the best cash analysis.

Mrs. Wittlin reported that the BWMA parking lot is being reviewed by our civil engineer to price a renovation to allow for a new parking area for the AMR ambulance and ease traffic congestion.

Committee Reports

Finance

Mr. Bejarano met with Mr. Perelman to transition the responsibilities. The Committee reviewed the monthly financials and confirmed all is in order.

Collections Committee

Mr. Eustace reported that a unit that was tied up in litigation for a year was sold and both the Club and BWMA collected on the fines. Mrs. Wittlin explained the collection process.

Audit Committee

There was no business to report.

Landscape & Maintenance

Mrs. Pollard reported that a large palm currently located where the Akoya left turn lane will be constructed will be relocated to the Oakbrook corner.

The cleanup project by Oakbrook and Fairway Oaks is complete. The annuals will be coming in the first week of May. Bottle Palms will be installed at the Jog Road entrance.

Architectural Control Committee

Mr. Jonas spent time with Mr. Friedman to transition responsibilities.

Insurance

Mr. Greenfield reported that he was approached by a new member who would like to serve on the Insurance Committee and suggested exploring the formation of a Risk Purchasing group to serve the needs of insurance for the Villages while saving money. He would like to have a meeting with Mr. Bejarano and Mrs. Wittlin to discuss the opportunity.

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Safety and Security

Mr. Greenfield advised that given the upcoming gate construction, it is important for the members to embrace Gate Access Application for the Fast Access Passes. More reminders and how to eblasts will be sent to the residents. Mr. Eustace advised that the Fast Access eblast has been finalized.

Residents not obeying the stop signs continues to be a problem. We will be sending the Rules of the Road on a more frequent basis to educate the residents.

Mrs. Wittlin reported on the newly 30 MPH rule that was implemented to help slow people down. Eblasts will continue to be sent regarding the new speed limit.

Strategic Planning Committee

Mr. Bejarano reported that the Committee is researching the real estate inventory relative to the demand for larger units. The Committee is also researching how to take advantage of the Federal subsidies for the use of solar panels in Boca West to increase sustainability.

Communications

Mrs. Wittlin reported that the Hurricane Preparedness newsletter will be finalized within the next week. The Committee is also working on the BWMA New Member orientation book.

Mr. Eustace reported on the previous BWMA sessions. A hurricane educational event will be held May 23 for the residents and will have a presenter from Palm Beach County Emergency Operations Center and an NOAA meteorologist. Future educational sessions will include landscaping, lakes, the property manager/Village relationship as well as other pertinent topics. We are looking into the ability to post presentations on the website, planning for a quarterly newsletter and communicate with JV Village Committee topics.

Mrs. Wittlin advised that initially Mr. Jonas was selected to be the Chair of this Committee, however, given the workload he has taken on with Architectural Control, a new Chair will be selected.

Grievance

Mrs. Wittlin advised that the Committee members will be selected within the next week.

Mrs. Wittlin reported that the Club agreed to assist with filing a grievance against those members who pose a serious threat to the residents' safety.

JV Village Committee Report

Mr. Schwartz advised on the change of the JV Sub-committee name to JV Village Committee. He explained that the Committee hosts presentations for members and are considering expanding to include property managers. He met with Mr. Eustace and commended Mr. Eustace for his commitment to work together in terms of communicating to members via the pillars of Boca West.

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Unfinished Business

Mrs. Wittlin advised that the Board voted and passed a motion for a vote to go to the members for implementing an initiation fee of \$10,000 for new members which will give the Master Association the ability to pay for capital projects. The voting packet will be sent within the next couple of weeks. Mr. Eustace advised that the initiation fee will allow us to keep up with the demands and needs for the capital projects at no additional costs to the current residents.

Mrs. Wittlin reported that the Residential Management Concepts (RMC) lease will be terminated. Mrs. Wittlin made a motion to exercise our non-renewal of the RMC lease. Mrs. Pollard seconded the motion. The Board unanimously agreed and the motion was carried.

Mr. Eustace explained the scope of the lighting project is expanding to include Golfside Dr, the entrance of Yamato and Jog onto Boca West Dr. The survey will pick up on the crosswalks, cart paths, existing light poles, the electrical utilities and signage. The cost will come out of Lighting Reserves. The survey can be used by all departments. Mr. Greenfield made a motion to move forward and have the survey done. Mrs. Pollard seconded the motion. The Board unanimously agreed and the motion was carried.

Good & Welfare

Mr. Rick Chavis said he met with Mr. Eustace to develop a fining schedule and process and how best to publicize it. He also proposed to form a small committee to include Mr. Steve Berlin and a member from the BWMA and BWCC Board on how best to clarify and communicate the 75 mile rule and how it relates to renters. Mr. Greenfield also suggested including in the research the number of younger people who are living in their deceased parents' home and are not members of the Club.

Mr. Dorfman advised that FPL maintains the poles at Peppertree and offered to give the Board his contact information.

Other

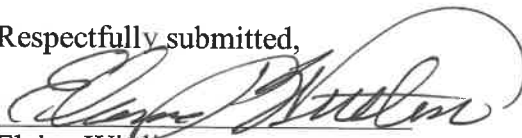
There was no business to discuss.

Adjournment

With no further business to discuss, the meeting was adjourned at 3:21 P.M.

Next Meeting Date:

Respectfully submitted,


Elaine Wittlin
BWMA, President


Ronnie Pollard, Secretary

Date

4/26/23