



# BOCA WEST

MASTER ASSOCIATION

## **BOARD OF DIRECTORS MEETING** **Wednesday, May 26, 2021 2:00 P.M.** **Fazio Room at the Club**

### Minutes

In attendance were Board members, Bernard Schlifke, Elaine Wittlin, Mark Haberman, Al Rothaus, and Bernie Friedman. Shep Remis, Legal Affairs Officer, attended via video conference. Avron Fogelman was absent. Also, in attendance was Brad Baecht, Chief Operating Officer and Executive Director.

The following villages were represented at the meeting via video conference: Nancy Fried, The Pointe, Alan Glazer, Akoya, Chuck Isroff, Chapel Creek, Louise Shure, Bridgewood MR II, Charles Wolf, Peppertree III, Judy Romanow, Charter Cay, and Jeff Greenfield, Bridgewood.

Mr. Schlifke called the meeting to order at 2:05 P.M. and established a quorum. Mr. Schlifke made a motion to approve the April 28, 2021 Board Meeting Minutes. Mrs. Wittlin seconded the motion and the Board unanimously approved the minutes.

### **President's Message**

Mr. Schlifke deferred his message to the Legal Committee update.

### **Executive Director Comments**

Mr. Baecht gave an update on the following:

- Boca West Realty: 46 active listings, 1 pending and 1 closed
- The Club will present a landscaping plan for approval from the BWMA on the easement between the sports center and overflow parking lot
- Front Entrance and Guardhouse Project: The design development documents should be received by next week. Once the permits are obtained, we can go to bid with the contractors. The project is on track.
- Street Lighting Project: The proposal for engineering, photo metrics, and cost estimates from FPL should be received by next week. The Board will be able to review the proposal at the June Board meeting. Mr. Schlifke informed the Representatives that the project will be presented for approval in September/October.

### **Committee Chairperson Discussions**

#### Finance

Mr. Rothaus reported on the April Financials and the Accounts Receivable report. The budgeting process has started for the 2021/2022 fiscal year.

Mr. Schlifke explained that, according to the 2020 amendments to the Master Association Documents, the villages are liable for the assessments on individual residences. He explained the purpose of forbearance procedure.

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Landscape & Maintenance

Mrs. Wittlin reported on the summer plantings and the cart path repairs and extension project.

Mr. Baecht informed that the villages need to obtain approval from both the Architectural Control Committee and the Landscape & Maintenance Committee for village entrance landscaping projects that abut BWMA property and common areas. The Committees recently approved the landscaping project in front of Island Court.

Mrs. Wittlin reported on the village directional sign located at Woodbridge Drive for the villages of Cypress Point, Woodbridge, The Pointe and Cypress Walk. The Master Association will be replacing the sign so that it will be in uniform with all of the directional signs throughout Boca West.

Architectural Control Committee

Mr. Friedman reviewed the May 2021 Architectural Control meeting minutes and recommendations. The Board unanimously approved the recommendations as made by the Committee.

Mr. Friedman reported on the village painting project at Quail Hollow.

Mr. Friedman requested that the ACC petition form, previously approved by the Architectural Control Committee, be confirmed for approval by the Board. Mr. Schlifke asked to hold off on approving the updated petition as he had met with Mrs. Martinez, Mr. Baecht, Mr. Remis and Mr. Brian Meanley, Sachs Sax Caplan, for further edits and to make sure it is in compliance with Master Association Documents and applicable law. Once it has been finalized, it will be presented to the Board for approval.

Mr. Schlifke reported on an issue in Baywood where an underground propane tank was installed by the developer on one individual's property, but serviced a neighboring property. Now, many years later, the owner of the property where the tank was installed was demanding that it be removed. After discussing the issue with outside counsel, it was determined that this issue must be resolved between the Village and the affected residents. Mr. Schlifke further reiterated that it is not the role of the Master Association to provide legal advice to Villages.

Special Projects

There was no business to discuss.

Security & Safety

Mrs. Wittlin informed that the Committee is on a summer hiatus and will meet as necessary. She explained that the Committee has been focusing on pedestrian, bicycle and golf cart safety. As the community attracts younger residents this has become a very important concern. Mr. Baecht reported on the golf cart path widening project as one of the safety measures. Another safety measure that has been put into place is having Patrol politely ask residents to move to the cart paths and distribute warnings. There was discussion on pedestrian safety. Mrs. Wittlin informed that she and Chief Lastella are in constant communication. Mr. Baecht explained that residents have to take accountability for their own safety.

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Mr. Baecht reported on the installation of the three-way stop sign at the intersection at Golfside Dr. and Boca West Dr. He reported that Security is considering installing two more radar cameras and will present it to the Security Committee when a decision has been made.

### Grievance

Mr. Baecht reviewed the Grievance Committee traffic violation meeting minutes for May 4, 2021 and May 25, 2021. Mr. Schlifke advised that he will meet with the Grievance Committee to make sure they understand their responsibilities for traffic violations and the mandatory Club membership violations.

Mr. Baecht reported on mandatory club membership violations reflected in the Grievance Committee minutes for May 20, 2021.

Mr. Schlifke made a motion to approve all three sets of minutes. Mr. Rothaus seconded. The Board unanimously approved.

### Legal

Mr. Remis said there was no business to report.

Mr. Schlifke explained the Hurricane Shutter Rule. He expressed his opinion that it would be putting an undue burden on the homeowners since we would be requiring them to install and then remove their shutters based upon a set time schedule. He stated that it is too late to implement the rule this year. Mrs. Wittlin agreed as Boca West residents tend to leave between April/May, which is prior to the hurricane season. She suggested to get an idea of what the villages presidents have advised homeowners and tweak the rule if appropriate after discussing. Mr. Schlifke made a motion to table the rule. Mr. Friedman seconded the motion. The Board unanimously agreed to table the rule.

Mr. Schlifke then reported on the proposed rule governing so-called "bad behavior" and the reasons why the Master Association should have such a rule. The proposed rule which had been submitted for discussion was prepared by outside counsel after reporting to Mr. Baecht that the Master Association Governing Documents do not currently have such a rule. Mr. Schlifke expressed his agreement that the Master Association should have a rule so that, when necessary, the Master Association could entertain such a grievance. Mr. Schlifke then asked the Board to submit suggestions and/or comments regarding the proposed rule to Mr. Baecht for further discussion at the next Board meeting.

Mr. Schlifke then explained that prior to the construction at the Golf & Activities building, members were required to go to the Club to register their golf carts. The Club asked for the Master Association to temporarily assist with golf cart registration and insurance confirmation during the construction. This responsibility was never transferred back to the Club. Currently, it requires a full-time person to register carts and is a burden on the staff during in-season. The traffic flow with the new entrance will present a danger to golf carts crossing over into the Master Association parking area especially given where AMR is now located. Mr. Schlifke had discussed the concern with Mr. Baecht and Chief Lastella. It was decided that the Master Association will continue to send the Rules of the Road Registration Form to all residents. Mr. Schlifke made a motion that the Master Association will transfer the annual insurance verification task back to the Club and that the Master Association will continue to require a one-

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time registration of new golf carts. Mr. Baecht will notify the Club. Mr. Rothaus seconded the motion. The Board unanimously agreed.

Mr. Schlifke then presented for Board approval a proposed letter (prepared by outside counsel) to Village Presidents and Village management companies explaining village responsibilities regarding Architectural Control petitions. After discussion, Mr. Schlifke made a motion to send the letter. Mr. Rothaus seconded the motion. Three Board members voted yes and two Board members voted no. The motion carried.

Insurance

Mr. Haberman reported that there was no business to discuss.

**Unfinished Business**

There was no business to discuss.

**New Business**

There was no business to discuss.


**Good and Welfare**


Mr. Tecot requested to have future Board meetings at the Master Association due to the wi-fi at the Club causing sound during Zoom meetings to come across broken on the viewer's end.

With no further business to discuss the meeting adjourned at 3:54 P.M.

***Date of next meeting = Wednesday, June 30, 2021 at 2:00 PM***

Respectfully submitted,

  
Bernard Schlifke, President, BWMA

  
Mark Haberman, Secretary, BWMA

06/30/2021  
Date