



# BOCA WEST

MASTER ASSOCIATION

**BWMA BOARD OF DIRECTORS MEETING**

**Wednesday, June 28, 2023; 2:00 P.M.**

## Minutes

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

Village Representatives: Mark Dorfman, Peppertree III, Alan Glazer, Akoya, Judi Birnbaum, Brookwood, Sean Lenahan, Bridgewood, Eric Sacks, Clubside, Ann Dee Gruber and Mark Berkowitz, Waters Bend.

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

### **President Message**

Mrs. Wittlin reviewed and ratified the following projects: Jog Road paver replacement, installation of a speed hump at the entrance of Yamato before Sabal Lake, lake bank repairs at selected locations, painting of the Glades gatehouse, Akoya left turn lane and the Boca West monument at the Glades entrance. The projects have been budgeted.

### **Committee Reports**

#### Safety and Security

Mr. Greenfield reported that the stop signs have been ordered and will be installed in August at the four-way intersection across from Woodcrest and the Lakewood villages.

#### Landscape & Maintenance

Mrs. Pollard reported that the lake bank repairs are in progress and the palm tree at the Akoya left turn lane is scheduled to be removed and relocated next Thursday. She reported that the Communications Committee is working on a new welcome book and the Landscape Committee and Mr. Turner will review the landscape content before it is published.

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Architectural Control Committee

Mrs. Wittlin commended Mr. Jonas for his work on the Architectural Control Committee. She advised that at some point we may need to hire outside professional help.

Mr. Jonas advised that there is a hurricane shutter rule that applies to the hurricane season from June 1 through November 30. Boca West has residents that leave prior to the start of the hurricane season and return after hurricane season leaving the shutters in place outside of the hurricane season dates. The Committee recommended reminding residents of the rules. Mr. Greenfield concurred. Mrs. Wittlin advised that the reminders should have a softer approach and if not effective, then the Board can bring it to a vote.

Mr. Jonas advised that the current project completion lead time is 180 days. He reported that the Committee discussed the lead time and recommended leaving it as stated. Although some people are going over the dates due to supply chain issues, the Committee believes those issues will decrease within the next several months.

Mr. Jonas reported that the Committee discussed the Low E windows which have a green tint and recommended not allowing Low E windows at all. The Architectural Control Guidelines suggest no green tinted windows, however it is not in the Master Association Documents. The Board discussed the benefits of Low E windows. Mr. Eustace advised we can make it a standard and record it so it can be enforced. The ruling can be drafted to allow single family homes to install Low E windows, but not the Mid-Rises or attached homes to maintain uniformity. Mrs. Wittlin advised that she would be happy to draft a rule with Mr. Eustace and present it for a vote at the next meeting.

Mr. Jonas reported that the Committee agreed to review applications on a case-by-case basis for metal roofs. As of current, metal roofs are not allowed.

Mr. Jonas advised that there are a lot of vendors that come through the gates with no company signs on the vehicles. Mr. Greenfield will speak with Chief Lastella.

Mr. Jonas advised that the Committee members, when they receive a petition to review, they want to see the finished product to make sure it was completed as approved. Currently, there is no process established between the Master Association and the property managers to follow-through projects from start to finish.

Finance

Mrs. Wittlin reported that the Initiation Capital Contribution fee passed as well as the change to the Architectural Control wording. The ICC passed with 83% approval. The money will fund the capital projects going forward. She commended Mr. Perelman for taking the lead on the amendments.

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Strategic Planning

Mr. Bejarano advised that the June meeting did not meet quorum, so an informal discussion was held.

Mr. Bejarano reported that he met with Mr. Frank Richard and discussed a number of topics which could potentially be of interest to both entities and benefit members in the long term. He and Mr. Richard agreed to meet with a solar company in August to see if and how Boca West could benefit from solar panels. Mr. Greenfield asked him to also investigate solar street lighting when he meets with the solar company.

He reported that Mr. Yarnell and Mrs. Molina drafted a proposal on a downsizing incentive to make larger residences more available.

Special Projects

Mr. Jonas reported that he and Mr. Eustace are working on the lighting project along the Boca West Dr loop and Golfside Dr. They are considering hiring an engineer and if the Villages want, they can also take part in the project. Mr. Eustace, Chief Lastella and Mr. Greenfield will be going to Ft. Lauderdale next Wednesday to look at Hotwire technology in light poles.

Mrs. Wittlin advised that she will be presenting to the Board for a vote on what to do with the office space in suites 101/102 and move employees around to create space for Village Board meetings and new member orientation. She is working with Mr. Eustace to expand the parking lot by moving the ambulance back to the golf cart parking area.

Communications

Mr. Wittlin commended the Committee's dedication to revising the Welcome Book. They are working diligently and are meeting all deadlines. The Committee will also be working on communications in general and upgrading the website.

**Executive Director**

Mr. Eustace reported that he has been working with Mr. Perelman on the budget and the change from Reserve Accounts to Capital Accounts. A draft will be available for the Board to review by the end of July. The bank loan has been secured. The ambulance service, American Medical Response (AMR), is expecting a 32% increase over the next five years, which is a very big swing. He tried to set up a second bid with a different company, but they would not bid. He and Chief Lastella are working on coming to an agreement in order to continue the services.

Mr. Eustace reported on the Jog entrance paver project.

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**Unfinished Business**

There was no business to discuss.

**Good & Welfare**

Mr. Dorfman asked about looking at an engineer's report to possibly widen the road to add a bicycle, pedestrian and golf cart path. Mr. Greenfield advised that it's not feasible due to the amount of heavy truck traffic for both food delivery services and construction.

Mr. Dorfman asked if it was possible to have an entrance solely for construction vehicles and other heavy traffic. Other communities have a separate entrance, unfortunately, Boca West, when it was developed, was not planned to have a separate entrance. The issue would be to determine the availability of land to create such an entrance.

Mr. Dorfman asked what the feasibility is of adding a driver's license to the Fast Pass? Mr. Greenfield advised that he, Mr. Eustace and Chief Lastella are talking to the software vendor.

There was discussion about the \$10,000 initial capital contribution fee. Family transfers are not subject to the initial contribution fee.

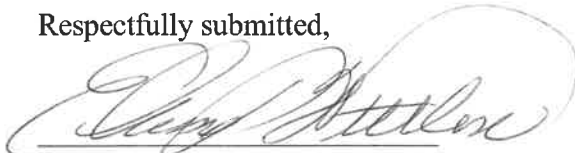
Mr. Berkowitz thanked the Board for cleaning the area owned by the Master Association by Waters Bend.

**Adjournment**

With no further business to discuss, the meeting was adjourned at 3:17 P.M.

Next Meeting Date: Wednesday, July 26, 2023 @ 2:00 PM.

Respectfully submitted,



Elaine Wittlin  
BWMA, President



Ronnie Pollard, Secretary

07/26/2023  
Date