



# BOCA WEST

MASTER ASSOCIATION

**BWMA BOARD OF DIRECTORS MEETING**

**Thursday, May 23, 2024**

**2:00 P.M.**

## Minutes

In attendance: Daniel Bejarano, Jeff Greenfield, Steve Jonas, Marc Grumet, Ruth Molina, Ronnie Pollard, and Liz Rome. Lisa Furman, Legal Advisor, and Michael Eustace, Executive Director, were in attendance.

Village Representatives and Guests Present: Bob Schwartz, BWCC.

Mr. Bejarano called the meeting to order at 2:00 PM and established a quorum. He made a motion to approve the April 29, 2024 Board meeting minutes. The Board unanimously approved the minutes as written and the motion was carried.

### **President's Message**

Mr. Bejarano made a motion to appoint Siegfried Rivera as the new legal counsel to replace Sax Sachs Caplan. This was an initiative that was started by the previous President, Elaine Wittlin. Mr. Bejarano reported that Sax Sachs Caplan, although a very good firm, represents several Boca West villages which creates a conflict of interest, and the Master Association needs to be properly represented. Four law firms were interviewed, which included Sax Sachs Caplan. Siegfried Rivera has 40 years in the business with offices in Miami, Coral Gables and West Palm Beach and they have not done any work for the Club. Mr. Bejarano thanked Ms. Furman for her time in assisting with the interviews and reviewing the engagement letter.

Mr. Bejarano reported on the issue of how to make the AMR charges more equitable with the Country Club due to the AMR cases at the Club. The cost for AMR services contract has significantly increased. He and several other Board members attended a Joint Venture meeting, and this topic was raised. He and Mr. Eustace are receiving statistics on the various AMR cases, which include medical, alarms, false alarms, accidents, lost person incidents and outside guests. He reported that at the meeting he advised that he would present a proposal to arrive at an agreement. He asked the Board for their recommendation on how best to move forward. Mr. Greenfield reported that the Security Committee discussed this topic and the expense of the Sheriff's time. Mr. Greenfield recommended a fee per head to cover AMR, onsite Sheriff's Deputies and the Master Association Security personnel. Ms. Furman advised separating the AMR and the Security as they are two different services. Mr. Bejarano will be meeting with Mrs. Jeanine Banks and will present this initiative and hopefully arrive at a conclusion in time in preparing for next year's budget.

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**Committee Reports**

Architectural Control

Mr. Jonas advised that the Committee reviewed a lot of petitions and are checking on contractor licenses and permits. He advised that there are several communities submitting requests for golf cart sheds and he and Mr. Eustace have been meeting with the village presidents. He and Mr. Eustace are developing guidelines requiring three fixed walls, a fixed roof, and no awnings. The structure must be aesthetically pleasing. The existing golf cart structures will be grandfathered. Mr. Jonas suggested using solar panels on the golf cart sheds to charge the carts. Mr. Bejarano asked Mr. Jonas and Mr. Eustace to investigate if grants are available.

Finance

Mr. Grumet reported that it was brought to his attention that both security vehicles are down and need replacement. The Finance Committee, based on the current interest rates and mileage, is recommending purchasing vehicles versus leasing. Mr. Bejarano suggested looking into electric vehicles as money is saved and there is no gas and no need for annual service. The Board discussed installing a charging station. Mr. Bejarano advised that Mr. Grumet and Mr. Eustace can sign the contracts. We can set an example for other communities while saving money for the Master Association. Mr. Eustace advised that the Chief has some requirements regarding the size of the vehicle.

Communications

Mrs. Rome reported that the welcome book and the hurricane book are ready to be published. The Committee will also be editing the website and Mrs. Rome asked the Board members to submit any suggestions. Mr. Bejarano encouraged the Board members to take the time to review the website and submit recommendations.

Security & Safety

Mr. Greenfield reported that Chief Lastella and Mr. Eustace will be meeting with Traffic Logic for a presentation on a stop sign camera and will have more to report at the next meeting.

Special Projects

Mr. Jonas reported that a contractor has been chosen for the lighting project. The contract was just received today and Mr. Eustace will have Ms. Furman and Sax Sachs Caplan look at it. The price is lower than what was allotted. Mr. Greenfield asked to see the insurance provision. The contract has an addendum for any villages that want to join and Mr. Eustace has met with four villages. Mr. Bejarano suggested making one more effort to reach out to the villages. Some of the communities may want to use the same pole but change the fixture. Mr. Bejarano asked Ms. Furman to make sure the contract is tight so the contractor cannot come back with extra charges. Mr. Eustace advised that we have \$100,000 contingency for any potential issues.

Mr. Jonas advised that the Master Association is paying for lighting in some of the villages, such as Bridgewood and Pinelake, and the villages should be paying. He and Mr. Eustace are working to resolve the issue.

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Mr. Bejarano made a motion to approve the continued process of studying the contract and allowing Mr. Jonas and Mr. Eustace to sign the AIA lighting contract with DAVCO. Mrs. Pollard seconded the motion, the Board unanimously approved, and the motion was carried.

Mr. Jonas reported that we are waiting on the final drawings for the renovation and starting the bidding and permit process. Mr. Eustace will ask Mr. Ed Rod for a bid as well.

Landscape

Mrs. Pollard reported that the summer flowers are being planted and the hedges along Yamato will be installed in July. All will be done by in-house staff.

Mr. Bejarano reported that he asked Mr. Rashkin to investigate if there are electric machines for landscaping. Mr. Rashkin spoke to five dealerships, one being Toro, who is willing to provide one for free to test. Mr. Turner has been very accommodating in organizing a test. Currently, the staff works on diesel vehicles which cost a lot of money and create the most pollutants. Electricity also costs money but is 20% less. Mr. Turner will need to make the final determination if the electric machines will work for the staff's needs.

Mr. Bejarano will be speaking with Mrs. Banks about installing solar panels over the parking lots. The panels will provide shade and charge the vehicles.

Grievance

There was no agenda to approve.

Strategic Planning

Mrs. Molina reported that she met with the Club's Strategic Planning Chair and went through the three major points both Committees want to address. The first is communications and education, and Mrs. Rome and Mr. Yarnell will be very involved in this area developing a target audience and content as well what services the Master Association can provide. The second is construction and renovation and the third is scenery which includes electric cars, charging stations and solar panels. There will be a lot to accomplish, and she recommends hiring a full-time person. Mrs. Rome will attend the next Strategic Planning Committee meeting.

Insurance

Mr. Greenfield advised that the committee will be meeting in June, and Mr. Grumet will attend on behalf of the Finance Committee. He will have more to report at the next meeting.

Mr. Greenfield reported on the insurance marketplace. They are trying to depopulate the Citizen's Insurance Company, and they have contracts with other insurance carriers to take over the risks. He advised that there is a law which is detrimental to the transient community. If a homeowner does not have Homestead, they are not eligible for Citizens insurance and are forced to go with other carriers which have a 30% to 40% higher premium, the coverage is more limited, and the reinsurances are controlling the market which also escalates the cost. This could hurt future sales when people find out how much the cost of insurance.

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Legal

There was no business to discuss.

Executive Director

Mr. Eustace reported that they are starting to meet with the department heads to formulate the budget.

JV Steering Committee

The accounting employee, Miriam, has resigned, so we are looking to either hire a new person or hiring a firm and are obtaining bids. Ms. Ellis has been doing the payroll checks in the interim.

New Business

Mr. Jonas advised about proof of insurance for golf carts and how the Club is losing revenue as people are not paying trail fees and the starters are not checking the annual stickers. He suggested creating a fee for proof of insurance. Mr. Greenfield will also address this with the Insurance Committee and the Security & Safety Committee.

Good & Welfare

Mr. Bejarano reported that Mr. Rashkin is working on a project with ADT will also offer personal alarms for fall accidents.

Mr. Shwartz advised that when the associations want to construct a golf cart shed, they do not follow their own regulations, and because it is a change to the common elements, which under condo law, it must be approved by the membership and asked the Master Association to take that into consideration going forward. Mr. Schwartz will also write to the golf committee and ask them to follow up on outdated trail fee registrations.

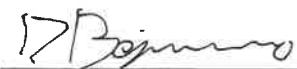
Mr. Schwartz advised having the attorneys review the contracts to make sure they are protecting the Master Association. The contracts typically are written to protect the architects.

Mrs. Rome reported that one of the main goals is encouraging the villages to update their Bylaws. Mr. Schwartz advised that this is critical and there are condo associations that are not prepared to deal with this.

With no further business to discuss, the meeting was adjourned at 3:01 P.M.

Next Meeting Date: Tuesday, June 25, 2024 @ 2:00 PM.

Respectfully submitted,



Daniel Bejarano  
BWMA, President

6/28/2024

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Date



Ronnie Pollard  
Secretary