



BOCA WEST MASTER ASSOCIATION

BWMA BOARD OF DIRECTORS MEETING

Wednesday, May 21, 2025

12:30 P.M.

Minutes

In attendance: Danny Bejarano, Steve Jonas, Liz Rome, Ronnie Pollard, Ruth Molina, Michael Halpern and Alan Schwartz. Michael Eustace, Executive Director, was also present.

Guests: Norman Daitchman, Sabal Lake; Robert Schwartz, BWCC; Lauri Roth, Oakbrook.

Mr. Bejarano called the meeting to order at 12:30 P.M. and established a quorum. He made a motion to approve April 23rd, 2025, minutes. Mrs. Molina seconded the motion, the Board unanimously agreed, and the motion was carried.

President's Message

No message to report.

Committee Chair Reports

Architectural Control

Dr. Jonas reported that there has been 100% increase in petitions, with the biggest change being in major renovations, with some exceeding the time limit of 180 days and not maintaining the worksite creating a danger to the community and visiting guests. He is considering getting Security involved as they patrol the villages and can notify Mrs. Martinez so she can advise the homeowner accordingly.

Dr. Jonas is working with Mrs. Rome to host an educational session via Zoom over the summer for the homeowners, property managers and village boards to educate them on the architectural control guidelines and how to review and submit complete petitions.

Finance & Insurance Committee

Mr. Halpern reported that he invited Mr. Harvey Ehrlich, a CPA, to join the Finance & Insurance Committee. They both met with Ms. Ellis and discussed the current inventory controls that are in place and exploring if there is a need for a purchase order system.

Mr. Halpern reported that the committee reviewed the Hotwire contract. They are considering hiring a consultant to look at alternative companies to ensure that the residents will have the most recent technology for the best price.

Mr. Halpern reported that the committee has started to review the insurance policies and will be meeting with the broker.

Mr. Halpern reported that the committee discussed increasing the capital contribution to \$25,000 to build capital for the projects. Mr. Bejarano advised to table the capital contribution increase until a later date.

Mr. Halpern reported that the financials are in good shape.

Communication & Education

Mrs. Rome reported that both the Hurricane Preparedness and Welcome Book have been finalized and are going to print. There will be a Hurricane Preparedness seminar on June 18 for residents who are resident throughout the summer.

Mrs. Rome reported that they will be adding a Safety & Security eblast to the regular eblast schedule to highlight all that Security does for the community. She is also working with Mr. Schwartz to communicate traffic and gate entry statistics to residents, including speeding and stop sign violations.

Safety & Security

Mr. Schwartz reported that the Guest List Cleanup project is going well.

He reported that he is working with Chief Lastella to create a preferred contractor vendor program. The contractors will have a transponder with restrictions, discussing the need for background checks and how to hold the vendor accountable for safety on the roads and when in the community. The expected price for the transponder privilege would be a minimum of \$100 per year. Mr. Schwartz will keep the board apprised as the project progresses.

Mr. Schwartz reported that the committee did an analysis of the traffic violation fees and suspensions the neighboring communities have in place and came up with a recommendation for a new fining schedule. Mr. Schwartz made a motion to accept the new fining schedule which will pertain to all vehicles including golf carts and electronic vehicles for immediate publication and go into effect June 1st. The Board discussed the new fining schedule. The Board unanimously agreed, and the motion was carried.

Mr. Schwartz reported that the committee is recommending moving forward with the Stop Sign for Kids camera program and explained the software capabilities. Mr. Schwartz made a motion to move forward with the program. The Board discussed the program and Mr. Bejarano recommended doing a trial period of 3-6 months subject to the program's success and final negotiations. Mrs. Pollard seconded the motion. The Board unanimously agreed, and the motion was carried.

Special Projects

Dr. Jonas reported that he and Mr. Eustace met with landscape and hard-scape architect for the front entrance. Mr. Eustace prepared a 3-year capital projects expense report for all capital expenses.

Dr. Jonas reported that Mr. Eustace is still negotiating the removal costs of the FPL light poles and advised we may have to spend \$880K. Mr. Bejarano advised that the project was approved by the village representatives, and we didn't have a specific amount we would have to pay FPL for the removal. Mr. Eustace reported that Ms. Furman drafted a letter for MR. Eustace to send to the Commissioners of the Florida Public Service Commission in Tallahassee. He found a company that will remove and dispose of the poles, however without FPLs authorization, there is a legal ramification.

Landscape & Maintenance

Mrs. Pollard reported that the summer flowers are being planted, and they are still sodding around the new light poles. The new committee took a tour of landscape & maintenance operations around Boca West. The two most important projects are the landscaping along the borders of Glades and Yamato.

Grievance

Mr. Bejarano made a motion to accept the fines and suspensions. Mrs. Molina seconded the motion. The Board unanimously agreed, and the motion was carried.

Strategic Planning

Mrs. Molina explained the options to upgrade the maintenance building and the surrounding area. She advised that the location for the charging station changed to the Maintenance area as it is a larger area and safer. Other projects include the main entrance fountain and storage units for members. Mr. Bejarano recommended creating a spreadsheet to track projects, capital contributions from new residents, and the loan payment.

Legal

Ms. Furman reminded the Board that any increase in the capital contribution will need to be approved by the village representatives.

Executive Director's Report

Mr. Eustace reported that he and Ms. Ellis have started to meet with the department heads to discuss Q4 spending and the summer capital project spending. Although the golf course renovation is a year out, it will involve a lake renovation which may affect the Big Bertha lake pick up and our ability to pump, he will continue to work with the golf course designers and engineers.

Mr. Eustace reminded the board members to take the board certification via the link that Mrs. Martinez sent.

New Business

There was no business to report.

General Good & Welfare

The topics discussed were the Club's willingness to assist with the EV charging stations in the Maintenance area, Hotwire new wireless modems are experiencing problems in other communities, and contractors in Boca West without the required signage on their vehicles.

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Adjournment

With no further business to discuss, the meeting was adjourned at 3:25 P.M.

Next Meeting Date: Wednesday, June 18, 2025 @ 1:00 PM.

Respectfully submitted,


Daniel Bejarano
BWMA, President

Signed by:

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Ronnie Pollard
Secretary

8/2/2025

Date