



# BOCA WEST MASTER ASSOCIATION

## BWMA BOARD OF DIRECTORS MEETING

Wednesday, July 16, 2025

2:00 P.M.

### Minutes

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

Guests: Len Rashkin, Willow Wood MR III; Steve Roth, BWCC, Steven Etter, The Island.

Mr. Bejarano called the meeting to order at 2:00 P.M. and established a quorum. He made a motion to approve the June 18, 2025 minutes. Mrs. Molina seconded the motion, the Board unanimously agreed, and the motion was carried.

### **President's Message**

Mr. Bejarano made a motion to adopt a Code of Conduct which equips the Master Association with the ability to deal with improper behavior towards staff, Board and Committee volunteers and enables the Board to bring members before the Grievance Committee. The Code of Conduct will be effective July 16, 2025 and will not be retrospective. The Board discussed the Code of Conduct proposal. The motion was carried unanimously by the Board members present.

### **Committee Chair Reports**

#### Architectural Control

Dr. Jonas reported that the committee is moving forward with ARC Tracker, a company that provides a platform to convert the architectural review process to an online process.

Petitions have been reviewed and approved throughout the month. The committee continues to manage issues regarding massive construction project sites not being maintained and will be putting together guidelines for large scale projects. The committee will be meeting on July 22.

#### Finance & Insurance Committee

Mr. Bejarano reported that he received and reviewed the proposed budget. He is pleased with the way the committee is addressing issues that have not been previously addressed, which will be beneficial long term.

Mr. Bejarano reported that the Club agreed to increase their contribution from \$500,000 to \$600,000. Ms. Furman prepared an amendment to the contract which he sent to the Club.

#### Communication & Education

Mrs. Rome reported that the committee will be meeting later this month and will focus on the website. The education seminars have been well received and the committee is creating a schedule for the oncoming year which will be posted on the website.

#### Safety & Security

Mr. Schwartz reported that the permanent guest list cleanup project is 55% complete. The new fines will be enforced at the August Grievance Committee meeting. The goal is to have members comply with the Rules of the Road for everyone's safety.

Mr. Schwartz reported that the next big issue is the timing of the mailing of citations. The current process has the date of the citations 60 days behind, which is too long and will be an issue with the new fines and the stop sign cameras. The approval process needs to be changed to allow staff to manage the process more efficiently. Mr. Schwartz proposed having a Board member and an executive staff member approve fines and transponder suspensions for Rules of the Road and Architectural Control violations. Mr. Bejarano made a motion to accept the proposal. Mr. Schwartz seconded the motion. The motion was unanimously carried by all Board members present.

Mr. Schwartz reported that the Stop For Kids contract was signed for the stop sign cameras. The company can program the cameras with our requirements. The goal is for all members, guests and vendors to comply. The company also offers a crosswalk software program.

Mr. Schwartz reported that the transponder vendor program is progressing. He will meet with Mrs. Rome to work on a communication regarding rules of the road for crosswalks. The Akoya crosswalk continues to be an issue, and it will be moved closer to the garage for better visibility.

Mr. Schwartz reported on employee Rules of the Road violations. The Club has a policy for its employees. For Master Association employees, Chief Lastella will call the employee and work through the issue. The Master Association does not have any recourse for village employees.

#### Special Projects

Dr. Jonas reported that 10-15 old FPL poles are removed daily. He commended Mrs. Rome for the light pole update communication that was sent to the members. All the FPL light poles should be removed within seven weeks.

Dr. Jonas reported that he and Mr. Eustace are getting quotes for striping Boca West Dr for golf carts and bike lane.

Dr. Jonas reported that the elevator in suite 101 is almost finished and is just waiting on a phone line to be installed so the final inspection can be scheduled. The contractors are working on the project punch list.

#### Landscape & Maintenance

Mr. Bejarano reported that the summer flowers were planted, and landscaping was completed at the Woodbridge Circle wall and the Woodbridge village sign.

#### 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 presented statistics about EV charger usage in the United States and the increased demand with hybrid vehicles. Since the Club will not be installing chargers, she would like to move forward with the project. Mr. Bejarano requested she confirm the final price. Mr. Halpern advised that one of his committee members owns a company that installs chargers and will put him in contact with Mrs. Molina.

**Legal**

There was no business to discuss.

**Executive Director's Report**

Mr. Eustace met with Insite Studio and presented the design proposal to the Board. The proposed design does not interfere with the restrictions imposed by FLDOT traffic lights and distance from the road, nor does it require rebuilding of the lakes. The proposal solves the problem of the front entrance appearance and aligns with the new lifestyle center. The timeline would be 12-14 months for permitting and 6 months for construction. Mr. Bejarano made a motion to adopt the project. The Board unanimously agreed, and the motion was carried. Mr. Eustace will present the design to the Club.

**New Business**

There was no business to report.

**General Good & Welfare**

The Board answered a question regarding the cost of the transformer for the EV.

**Adjournment**

With no further business to discuss, the meeting was adjourned at 9:54 A.M.

**Next Meeting Date:**

Regular Board meeting: Wednesday, August 20, 2025 @ 2:00 PM

Budget Adoption Meeting: Wednesday, August 27, 2025 @ 2:00 PM

Respectfully submitted,

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Daniel Bejarano  
BWMA, President

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Ronnie Pollard  
Secretary

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Date

Resolution Dated \_\_\_\_\_, 2025

**BOARD RESOLUTION FOR  
BOCA WEST MASTER ASSOCIATION, INC.**

**WHEREAS**, pursuant to Florida Statute § 720.305 and the Declaration of Covenants, Conditions, and Restrictions (the "Declaration"), the Board of Directors of the Boca West Master Association (the "Board") is authorized to adopt and enforce rules and regulations governing the conduct of members, residents and guests of the Boca West Community;

**WHEREAS**, the Board finds it necessary to establish a formal process to address allegations of misconduct and improper behavior, including violations of governing documents, and other behavior detrimental to the community;

**NOW, THEREFORE, BE IT RESOLVED THAT:**

No immoral, improper, offensive or unlawful conduct or activity (including physical or verbal abuse, assault, harassment, discrimination, and disruptive activity) shall be carried on within the Boca West Community, nor shall anything be done therein or thereon which may be an annoyance to the Boca West Master Association, Boca West Community or other Owners and Residents, or its (and their) employees, Directors or Committee Members.

No nuisance shall be permitted within Boca West Community nor shall any use or practice be permitted which is a source of annoyance to the Owners or interferes with the peaceful use and possession thereof by the Owners. Nothing shall be done or maintained in any Lot or Unit, upon the Boca West Common Areas, or upon the common areas or common elements of any Member Village Association which will be in violation of any law, ordinance, statute, regulation, or rule of any governmental authority having jurisdiction over the Boca West Community or portion thereof or in violation of any provision of the Declaration or Bylaws of the Boca West Community, as they may be amended from time to time, or in violation of this or any subsequent rules and regulations which may be promulgated by the Board of Directors of the Master Association from time to time, as elsewhere provided herein. The determination of what constitutes a nuisance or immoral, improper, offensive, or unlawful conduct or activity pursuant to this Rule shall be made in the sole and absolute discretion of the Board of Directors from time to time.

**Fines for violations**

- First Offense - \$100 + 7 day suspension of transponder access
- Second Offense - \$250 + 14 day suspension of transponder access

- Third or subsequent offenses - \$500/offense + 28 day suspension of transponder access

Following Board approval of any violation, the individual cited shall receive a notice and an opportunity to be heard by the Grievance Committee in accordance with Florida Statute 720.305.

**Certification**

This resolution was duly adopted by the Board of Directors of the Boca West Master Association on the date first written above and shall become effective immediately.

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Daniel Bejarano

BWMA, President

JULY 16, 2025

3 | Page

### Strategic Planning

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### Legal

There was no business to discuss.

### Executive Director's Report

Mr. Eustace met with Insite Studio and presented the design proposal to the Board. The proposed design does not interfere with the restrictions imposed by FLDOT traffic lights and distance from the road, nor does it require rebuilding of the lakes. The proposal solves the problem of the front entrance appearance and aligns with the new lifestyle center. The timeline would be 12-14 months for permitting and 6 months for construction. Mr. Bejarano made a motion to adopt the project. The Board unanimously agreed, and the motion was carried. Mr. Eustace will present the design to the Club.

### New Business

There was no business to report.

### General Good & Welfare

The Board answered a question regarding the cost of the transformer for the EV.

### Adjournment

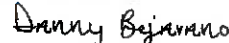
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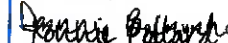
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DocuSigned by:  
  
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Daniel Bejarano  
BWMA, President

DocuSigned by:  
  
88648F41173F40D

Ronnie Pollard  
Secretary

8/27/2025

Date

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3 | Page

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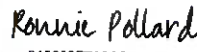
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Signed by:  
  
310682E782CE432  
Ronnie Pollard  
Secretary

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Date