



BOCA WEST MASTER ASSOCIATION

LANDSCAPE & MAINTENANCE COMMITTEE MEETING Thursday, October 16, 2025; 11:00 A.M.

Minutes

In attendance: Ronnie Pollard, Steve Becker, Gary Stein and Kenneth Sher. Herbert Getzels was absent. Mary Banmiller, Executive Director, and Lawson Turner, Director of Landscape and Maintenance, were also in attendance.

Mrs. Pollard called the meeting to order at 11:06. Mrs. Pollard made a motion to approve the April 8, 2025 meeting minutes. The committee unanimously agreed, and the motion was passed.

Chairman's Overview

Mrs. Pollard advised that going forward, the meetings will be transcribed via Zoom so Mrs. Martinez can generate the minutes.

The holiday lights are being installed and will be turned on November 15. The planting of the winter annuals will begin the first week of November.

Mr. Turner reported that the grass around the new light poles has been replaced, and they are currently working on the 18 light poles in Woodbridge Dr as that road belongs to the Master Association. He explained that Woodbridge Dr was very dark, so they used his inventory of 14 poles to illuminate the road and crosswalk. He was supposed to have received a shipment of poles and fixtures in March, but it was placed on backorder and not expected until October 31. The shipment will provide the remaining four light poles and replenish his stock.

Landscape & Maintenance Director's Report

Mr. Turner reported that he and Mrs. Banmiller are working on the required repairs for the Maintenance Building. They are focusing on the roof and the bay doors. The project started as a roof replacement only at \$300,000 but led to a whole building renovation for \$1.5M which must be budgeted.

Mr. Turner reported that the trimming of the Ficus hedges and the trees all over Boca West and at the entrances is done. The Arvicola hedge that was planted last year is now mature enough to be trimmed. The Nature Preserve boardwalk was cleaned and the landscaping was trimmed so the signs can be read.

Mr. Turner reported that there is a new cart crossing at Woodbridge. The landscaping is complete, and the striping will be done soon. The piano keys in the crosswalk are going to be 22 ft wide. Akoya is requesting two crosswalks.

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Committee Members' Comments

Mr. Turner presented the renderings for the main entrance. The committee reviewed the renderings and decided the benches should be removed. The entire project will take about 18 months once bids have been placed and the Board has approved the project.

Other

There was no other business to discuss.

Respectfully submitted,



Ronnie Pollard
BWMA Secretary, Committee Chair

11/11/25
Date