



**Minutes of Master Management Board Meeting**  
**June 16<sup>th</sup>, 2022**

President Eli Okun called to order the regular meeting of the elected volunteer Board of Directors of CVE Master Management at 9:30 a.m.

**Roll Call:**

**Present** - Eli Okun, Barry Warhoftig, Pat Bidol-Padva, Gene Goldman, Donna Capobianco

**Remote** - Michael Routburg, Joe Roboz, Les Gerson

Following the Pledge of Allegiance, a moment of silence was held for those who gave their lives in service to preserve our democracy.

**Meeting Minutes:**

**(9:31:51 a.m.)**

**The Board unanimously approved the Minutes of the May 12, 2022, MM Board Meeting; the May 26, 2022, Executive Session; and the June 2, 2022, Executive Session as presented.**

**President's Report - Eli Okun:**

**(9:32:52 a.m.)**

1) Treasurer Election -

Eli announced Board Treasurer Joe Maney's resignation, effective immediately, due to health-related issues, and read his letter into the record, as well as Eli's response on behalf of the Board. Eli informed there would be a vote for replacement and explained the procedure and the secret ballot process, referencing the Corporate Bylaws and Robert's Rules of Order for election of interim Treasurer. Decision to leave the chair vacant until the January election. Election for Treasurer proceeded. Zoom participants will be texting their vote and one member via phone.

Per member inquiry, Eli confirmed the Treasurer position would remain vacant until the next officer election.

Barry Warhoftig nominated Joe Roboz and Donna Capobianco nominated Barry Warhoftig for Treasurer.

2) Transportation Update -

**(9:37:57 a.m.)**

Eli hoped to have the new fleet of buses delivered and in service in the next few weeks pending the mechanical issues reported with the first bus delivered last month.

3) CVE Central Park Update - **(9:38:56 a.m.)**

Eli reported this is a joint venture with CenClub and MM. Our BODs continue to meet on a regular basis to discuss Central Park plans and hoped to begin construction in the near future to break ground, starting with infrastructure, installing pipes, adding sewage and water lines, and electricity.

Eli wished everyone a happy and healthy summer and looked forward to seeing everyone back in September.

Eli announced that 7 people voted and not 8. Barry Warhoftig was elected interim Treasurer by 4 votes; Joe Roboz received 3 votes. A round of applause ensued. Barry will be the interim Treasurer for the next 6 months.

Eli informed two financial reports will be presented as the April report was not available in time for last month's early-scheduled meeting.

**Treasurer's Report - Barry Warhoftig:** **(9:40:44 a.m.)**

April 2022 Financial Report -

For the month ending April 30, 2022, the Revenue was \$1,150,896 and Expenses were \$1,051,323. The Net Revenue exceeded Expenses by \$99,573. YTD Revenue was \$4,599,932 and YTD Expenses were \$4,427,069. The YTD Revenue exceeded Expenses by \$172,863. The balance sheet is showing Cash on Hand of \$3,218,115. The Net Assessments Receivable on uncollected items was \$154,650. Total Assets were \$4,228,707 with Total Liabilities of \$2,750,292 and a Total Net Equity of \$1,478,416.

May 2022 Financial Report -

For the month ending May 31, 2022, the Revenue was \$1,158,283 and Expenses were \$1,100,254. The Net Revenue exceeded Expenses by \$58,028. YTD Revenue was \$5,758,214 and YTD Expenses were \$5,527,323. The YTD Revenue exceeded Expenses by \$230,891. The balance sheet is showing Cash on Hand of \$3,139,247. The Net Assessments Receivable on uncollected items was \$148,267. Total Assets were \$3,870,736 with Total Liabilities of \$2,747,545 and a Total Net Equity of \$1,536,444.

**Executive Director's Report - Vallen Smikle:** **(9:43:28 a.m.)**

Val thanked everyone for attending and advised the next open meeting will be in September.

1) Staff Member Farewell -

Val wished long-time staff member and valued colleague, Casey Snider, a farewell, expressing his gratitude for her three plus years of hard work, which helped make the company successful. On behalf of our team and everyone here, we would like to wish you all the best in what is next.

Gene, Eli, Pat, Donna, Barry, and Michael expressed gratitude for Casey's efforts and wished her well. A round of applause ensued.

2) CVE Village East Website Update - **(9:48:09 a.m.)**

Val hoped to launch the new Village website update early next month featuring bigger display tabs and shared images, and CenClub has done an excellent refresh of the Clubhouse. We have great arial shots of the village, noting daily improvements from landscaping, irrigation, paving, etc.

3) Director of Operations Report - Robert Streater - **(9:50:03 a.m.)**

Paving Update - Five-Star has provided tentative dates, dependent upon weather conditions. The Farnham, Markham, and Lyndhurst areas will be paved this year.

Five Star will commence paving on July 5<sup>th</sup>, which will be on the Farnham Road, running parallel to SW 10<sup>th</sup> Street, by Hardwood D, Harwood E, and Farnham O; the road will be milled first on July 5<sup>th</sup> and on July 6<sup>th</sup> they will be paving the southside of the road closest to SW 10<sup>th</sup> Street. On July 7<sup>th</sup> they will pave the northside of the road.

Updates will be sent via email blasts and notifications posted at the buildings that will include more detail as the dates get closer. Once the Farnham area is complete, they will move to the Markham area; they will begin in Markham A-K. We do not have specifics as to which end of that street paving will commence. Again, once we get closer to those dates, we will provide updates and notices with additional specifics, which will allow Residents to make accommodations to move their vehicles. If you are not signed up to receive our e-mail blasts, please call the Master Management Customer Service, to have your e-mail address added so that you can receive updates/e-mail alerts.

Once Markham is completed, Five Star anticipates they will be in the Lyndhurst area around the beginning of August. That is the closest idea that can be provided at this time regarding dates. Also, in the Lyndhurst area we will be encompassing a new designated walking path between Century Boulevard and Lyndhurst South pool heading towards the Clubhouse. This was recommended by Barry Warhoftig to install this designated walking area for our Residents, so we plan to implement that during the paving process this year.

Bulk Trash -

Robert advised bulk trash collection is on Wednesday. Residents should put out their bulk items no sooner than Tuesday for Wednesday pickup. Bulk items include furniture, appliances, mattresses, large packaging materials, and non-hazardous materials. No yard debris should be put out for bulk trash and will not be picked up. You should contact your Property Management company and ask them to remove the yard debris for you. No environmental hazardous material should be placed out for bulk trash. This includes items such as paint, automotive fluids, tires, and big-tube televisions. There is a designated drop-off site at the City of Deerfield Beach. You can go to the City website for this information or contact MM.

Activity Center -

Robert advised the Activity Center roof replacement would be completed by July 1<sup>st</sup>, weather permitting. Meeting Rooms A, B, and C will be closed while under construction. Previously scheduled meetings/venues in the Activity Center have been reassigned to Le Club or the Clubhouse. Contact CenClub for scheduling information.

TEM Update -

Robert was excited to introduce a mobile app that will allow Residents to add visitors to enter the Village. With this mobile app you will be able to send notifications to the visitors such as a pass by e-mail. Once they get to the guardhouse, they will be able to scan the pass, and you will be notified by the app that the visitor has entered the Village.

It has additional features. IT is currently working on a tutorial for Residents to ease navigation through the app. Residents were encouraged to become familiar with and utilize the app. to reduce Security issues, to include relieving congestion at the guardhouses. Once Residents use the app and become familiar with it and are able to send an e-mail guest pass to friends, relatives, delivery drivers, they will receive a barcode on their phone and show to the Security Officer at the guardhouse who uses a hand-held scanner, and they can get in; creates ease of access at the guardhouses.

Questions, comments, and concerns regarding the functions of new security app ensued. Robert remarked the new app was separate from the Connect app and hoped to integrate the two in the near future. A question was asked how an e-mail can be sent to a vendor when someone does not have their e-mail and only a telephone number. Robert said that he will look into this. The app will have an option to grant access for 1, 2, or 3 days or you can add them as a permanent guest. Robert will present the app for the Board's review before it goes live per request to work out any possible flaws.

Gene pointed out that Associations have followed MM's beautification efforts with additional plantings throughout the Village. Robert confirmed tree plantings were a yearly-budgeted line item, adding the Community landscaping was a team effort. The Deerfield waste drop-off site is located at 401 SW 4th Street (and accepts printers and electronics. Robert will review the misinformation posted in the Reporter via CenClub indicating barcodes were available for pickup at the Clubhouse, advising Residents must go to the Security office located in the MM building near the Le Club complex for barcodes and replacement barcodes Monday through Friday, 9:00 AM to 12:00 Noon. Bar codes need to be replaced every three years as they wear out. Per inquiry, Robert informed transponders were not secure enough and have not been considered at this time. (Refer to Video at Time Stamp for full discussion.)

4) Projects Update - Denis Barreto -

**(10:13:44 a.m.)**

Main Gate -

Denis informed currently doing a tree survey on the construction site for the Main Gate for the removal of trees. Results of the survey would be available next week. We have already approached City landscaping architect with the plans of for approval once submitted. We hope to begin the Main Gate soon and be ready fall.

Lighting Project -

The final stage of the 2018 photometric study will be completed by the end of the month. Another study will be conducted at the end of summer to ensure all dark areas are well lit. Denis informed following-up with the City regarding replacement of 33 lightbulbs with LED lighting at Tilford, Farnham, and Harwood areas.

Due to supply issues the project has been delayed; waiting on FPL to comply and bring lights in to be installed. All high-rise buildings are complete pending delivery of supplies to complete the three-story buildings.

Perimeter Wall -

As requested by the City landscaping architect, the perimeter wall plans will be presented to the Community Appearance Board (CAD). We are also requesting 1 design on the wall at this point.

The City previously requested 2 designs on the wall similar to Military Trail. After we pass with the CAD we will have approximately one week to put in for our building permit, so it will not take more than a week for the approval and then a few more weeks for construction. Rendering of the decorative textured wall was on display and will be submitted to the City and consistent throughout. Also, if the City requests vining, we do have a plan for that. The illustration shows the area where the wall will be installed, from Ventnor C to Ellesmere C and from Westbury E to the corner of Westbury B and A. (Refer to Video at Time Stamp for full discussion.)

Central Park -

Denis advised an easement agreement for utility plans for Central Park will be presented to the abutting Associations for consent with signature to proceed before obtaining a City permit to commence the work.

Per Member inquiry, no part of Central Park abuts any City roadways.

Tilford Courts -

Denis informed the Tilford tennis courts would be resurfaced in August with the same material.

Per Member inquiry, Denis informed the courts are used frequently and in the future all courts will be reconstructed from the ground up.

Fall Projects -

Denis said the FPL and AT&T utility wraps would be completed this fall, as well as the installation of two water fountains on West Drive towards the end of the year.

Per Member inquiry regarding bus shelters, Denis advised one bus shelter will be at the Durham area across from the pool and the second one will be for the Tilford area, across from Tilford B. Val advised we are awaiting delivery.

As a reminder if you have not signed up to receive the monthly Insider newsletter or our e-mail blasts, please contact Customer Service, and they will be happy to sign you up to receive these via e-mail. Val wished everyone a happy and healthy summer.

**Allied Universal Security - Intern Director of Security, Christopher Kelley:** (10:24:56 a.m.)

- 1) Village Security Report -
  - a. Solicitation -

Chris said he contacted the solicitors that left fliers while on site in the Village and advised them solicitation in the Village was illegal.
  - b. Emergency Vehicles -

Chris asked vehicles on both sides of the roadway to pull over for emergency vehicles and Security vehicles with flashing lights.
  - c. BSO -

Chris said safety in the Village has improved and reported 4 citations were issued for failure to stop; 1 vehicle having been pulled over for failure to stop for an emergency vehicle; 2 for vehicle registrations not being up to date; uninsured commercial vehicles; and 1 for driving on the wrong side of the road.
  - d. Officer of the month -

Chris announced Clubhouse Security officer Taher Kasim officer of the month for three years' perfect attendance with zero callouts.

Donna thanked Christopher for his efforts with such a big impact in short period of time. Chris replied he'd been with the Village almost five months at the end of this month.

**Business:** (10:28:10 a.m.)

**Old** – N/A

**New** – N/A

**Announcement:** (10:28:21 a.m.)

The next regular MM Board meeting will be held on Thursday, September 15, 2022, at 9:30 a.m. in the Activities Center Room A. Eli assured the Community the Board will continue to meet regularly to work on projects throughout the summer.

**Member Comments:** (10:28:49 a.m.)

Michael wished everybody a happy and healthy summer. He encouraged Residents traveling by air to consult with their doctor prior to traveling and pack anti-viral COVID medicine.

Barry suggested including a walking path from the Lyndhurst south pool on Lyndhurst Drive back pathway to the Clubhouse past the restaurant. The Board will consider additional walkways in the future. He reminded Residents to access the designated crosswalks for right-of-way and to look left and right in both direction before crossing, informing pedestrian safety will continue to be addressed.

**Adjourn:**

**(10:32:10 a.m.)**

Meeting was adjourned.

(For greater detail, those wishing to hear all comments, discussions, and debates are encouraged to view the meeting video in its entirety or by using the time markers above on [www.CenturyVillageEast.com](http://www.CenturyVillageEast.com). Meetings may also be viewed on our Community TV Channel 98.)

Respectfully submitted,

**Eli Okun on behalf of Pat Bidol-Padva, Secretary  
President  
CVEMM Board of Directors**

**The signature above indicates only that these are the minutes adopted by the Board of Directors in open session on September 15th, 2022.**