



**Minutes of Master Management Board Meeting**  
**April 23, 2020**

President Eli Okun called to order the regular meeting of the elected volunteer Board of Directors of CVE Master Management at 9:39 a.m.

**Roll Call:**

**Present** - Eli Okun

**Remote** - Barry Warhoftig, Pierre Laliberté, Gene Goldman, Michael Routburg, Joe Roboz, Pat Bidol-Padva, Joe Maney (entered dais at 10:19 a.m.)

**Absent** - Dick Ciocca

Following the Pledge of Allegiance, a moment of silence was held for those who gave their lives in service to preserve our democracy. Eli expressed gratitude for all caregivers during the pandemic.

**Meeting Minutes:**

**(9:42:00 a.m.)**

**The Board unanimously approved the Minutes of the March 19, 2020, MM Board Meeting Minutes as presented; and the March 27, 2020, Executive Session Meeting Minutes as presented.**

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

**(9:42:43 a.m.)**

- 1) Novel Coronavirus (COVID-19) Update -  
Eli noted the meeting was closed to the public with six members appearing via GoToMeeting. MM remains business and projects as usual and continues to monitor the coronavirus situation with the health department. A bus was added to the schedule at 6:00 a.m. to accommodate early shopping hours to Publix, Target, Walmart, and ALDI per resident request. Drivers continue to sanitize and wear masks and asked Residents to wear a mask and follow government requirements. The MM office and bus schedule will resume regular operations May 4th. See the Executive Director's Report below for details. Updates in policy and procedural changes will be announced.
  
- 2) BSO Agreement - **(9:44:49 a.m.)**  
Eli noted the increased police presence in the Village in the past month due to the pandemic and will continue writing tickets. He reminded Residents to stop speeding and not stopping for stop signs. Eli urged associations to contact MM customer

service for a licensing agreement form authorizing BSO enforcement on the private roadways.

- 3) CVE Insider - **(9:45:54 a.m.)**  
Eli stated the MM CVE Insider is updated weekly updates and is the best way to stay informed with the latest news, projects, announcements, and emergencies. To sign up for the CVE Insider, contact MM customer service at 954-421-5566 Ext. 2 or email customerservice@cve.com. You can also go to website, keepingcvebeautiful.com, for updates and information on the coronavirus.

**Treasurer's Report - Eli Okun:** **(9:47:17 a.m.)**

March 2020 Financial Report -

For the month ending March 31, 2020, the Revenue was \$1,136,062 and Expenses were \$977,700. The Net Revenue exceeded Expenses by \$158,361. YTD Revenue was \$3,314,297 and YTD Expenses were \$2,961,989. The YTD Revenue exceeded Expenses by \$352,908.

The balance sheet is showing Cash on Hand of \$3,163,233. The Net Assessments Receivable on uncollected items was \$212,267. Total Assets were \$4,281,887 with Total Liabilities of \$3,001,518 and a Total Net Equity of \$1,280,369.

Per Member comments, Eli reported the surplus of revenue resulted from projects not yet started. No rent inquiries from Residents to date and will be discussed further in Open Mic. Val added Bob reported the good news this month was the best payment record by Residents.

**Executive Director's Report - Vallen Smikle:** **(9:51:01 a.m.)**

Val was happy to offer his report, reflecting business continuity.

- 1) West Guardhouse Project -  
Val was excited to report the West Guardhouse project has commenced. He directed Residents to keepingcvebeautiful.com, click on the link under "Current Projects" for video of the 45-year-old guardhouse demolition and other project news and updates. He complimented the various contractors coming together, showing up on time, and working diligently. Road contractor, Five Star; Southeast Landscaping; Dixie Plumbing; JCS, Jeff Stevens Contactor, Craig Electric, and FPL have all made great strides on their part and plans to open in early summer. Drone footage and updates will be posted to the Village website. For questions, email or contact customer service.

Following member inquiries, Val stated the MM office is very transparent. Project manager, Denis Barreto, and customer service rep, Kaycee Schneider, are very knowledgeable and happy to answer questions. The West Drive guardhouse is staffed and monitored 24 hours and open to emergency and construction vehicles only. Pedestrians and bicycles are directed to the right-hand side. The East Gate is open 24/7 for all traffic.

- 2) New Lake Fountains Project - **(9:58:50 a.m.)**  
Val was excited to announce the fountain project was moved up from 2021 to this year. The first of five fountains will be installed at the Westbury lake just after the guard gate next week. Vendor, Solitude Lake Management, maintains the 12 Village lakes and will be tasked with the fountain installation.

Gene stated not only are fountains aesthetic, are also environmentally friendly. Val remarked the fountains are a great amenity, adding Quiet Waters Park will also be installing fountains. (Refer to video at Time Stamp for full discussion.)

- 3) Perimeter Wall Project - **(10:02:10 a.m.)**  
Val reported perimeter wall permit is in the processing phase and the city had questions. On behalf of MM, Val touched on the great five-year relationship with MM's engineer, noting his family is currently recovering from the coronavirus. Once fully recovered, the Development Review Committee questions will be addressed and was hopeful to schedule a CAD meeting next month.

- 4) New Bus Shelter Project - **(10:03:20 a.m.)**  
Val pointed out the various bus shelters throughout the community, adding more shelters were requested and are on back order. He hoped they would be available in the fall and will reach out to the associations when available.

- 5) Toll Brothers Update - **(10:03:54 a.m.)**  
Val reported Toll Brothers has completed all their work in the Village and have started landscaping around their wall. Grass seed was added to Parcel 4, the former golf course, behind Ashby A and Brookshire E, with a 30-day water schedule from the ponds. As a result of the drought, MM advised to water in sections.

Val pointed out the low water level in the lakes and exposed coverts were a result of lack of rain and usage restrictions by Water Management. MM continues weekly lake maintenance and will be seeking to add more wildlife at the end of the year.

- 6) Community Maintenance Update - **(10:05:34 a.m.)**  
Val stated the importance of understanding the roles and functions of the various Village entities. Firstly, Val, Robert Streather, and Denis Barreto are public works association members with the city and responsible for managing the community infrastructure which encompasses waste management, water bill payments, (MM does not repair association sewer lines in conjunction with the city); cable bill payments, contract negotiation and renewals; transportation, security, roadways, irrigation matters, and perimeter landscaping. Val warned Residents not to access areas marked "natural area" and "no trespassing." For Recreation matters, contact CenClub at 954-428-6892.

The Reporter is their own entity and can be reached at [cvereporter.com](http://cvereporter.com) for a description of what they do. He urged Residents to know who their building president is and to find out by asking a neighbor not MM.

COOCVE's duty is to educate the board members and associations how to better assist their buildings and community, and directed COOCVE matters to President, Sylvia Smaldone, or Vice President, Richard Rosenzweig, at the Clubhouse. (Refer to video at Time Stamp for full discussion.)

Val reported the paving project would start a month early in May based on vendor availability. He noted the paving has gone well as it moves into its fifth year of the six-year master plan.

Val indicated MM operation hours are per Broward County and city guidelines. Staff wear protective masks and gloves and requested Residents do the same. He asked Residents to comply with ID and security procedures and advised Residents to report to the Clubhouse for expired ID card replacement. For building president/tenant matters, contact your building property manager or owner. MM is only an association/building partner.

Following Gene's inquiry regarding bus passengers wearing face masks, discussion ensued. (Refer to video at Time Stamp for full discussion.)

**Director of Security – Don Williams:**

**(10:22:10 a.m.)**

1) Security Update -

a. Safety -

Don reported employees are wearing face masks. At the request of Bernie Parness and assistant DOS, the security team has been handing out fliers, educating the community, urging people to wear mask and gloves in accordance with the City of Deerfield Beach and the county.

b. Traffic -

Don explained walkers walk towards traffic and bikers ride on the opposite side with the flow of traffic to avoid getting struck. Security has monitored the roadways and stopped drivers to issue warning. BSO will be out issuing tickets.

c. Staff -

Staff training has gone well and will continue to work on improving.

d. Pools -

Pools are private property and closed. Violators will be subject to fines and/or arrest.

Following questions, comments, and suggestions ensued regarding enforcement, fishing in the lakes, and bicycle traffic will be workshopped. (Refer to video at Time Stamp for full discussion.)

**Business:**

**(10:34:25 a.m.)**

**Old -**

**New -**

**Member Comments:**

**(10:34:39 a.m.)**

Gene stated he received a spam call and cautioned Residents to be mindful of phone scams.

Pat thanked Val and Eli for alerting Residents grass browning may occur due to the drought.

Barry complimented MM and staff for keeping the projects moving along and keeping the Village well informed, advising when the coronavirus is over the new projects such as the west gate, perimeter wall, and parking lot lighting will ensue. He reminded Residents to use caution when accessing the roadways.

Michael referred to a Sun-Sentinel article directing seniors to call the Broward County of aging department at 954-745-9779 for meal assistance. Online celebrations will take place for Israel's Independence Day, April 24th. He remarked he has not seen brown grass in Boca. He wished everyone be well and healthy.

Joe R. expressed gratitude to the Community for doing their best to practice safety and social distancing during the pandemic.

Val reiterated Michael's comment advising seniors age 60 and up to contact the agency of aging for Broward County at 954-745-9779 for free meal assistance if needed.

**Announcement:**

**(10:47:31 a.m.)**

The next regular MM Board meeting will be on Thursday, May 21, 2020, at 9:30 a.m. via GoToMeeting. Updates regarding meeting conditions will be announced.

**Adjourn:**

**(10:48:04 a.m.)**

Meeting was adjourned at 10:48 a.m.

(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.cvedb.com](http://www.cvedb.com). Meetings may also be viewed on our Community TV Channel 98.)

Respectfully submitted on behalf of,

Dick Ciocca  
Secretary  
CVEMM Board of Directors

The signature above indicates only that these are the minutes adopted by the Board of  
Directors in open session on \_\_\_\_\_, 2020.