



**MASTER MANAGEMENT**  
*Century Village East Community Services*

**Minutes of Master Management Board Meeting  
April 5, 2018**

First Vice-President, Barry Warhoftig, called to order the regular meeting of the elected volunteer Board of Directors of CVE Master Management at 9:30 a.m.

On behalf of Eli and himself, he hoped everyone had a good Passover and Easter holiday.

**Roll Call:**

**Present** - Barry Warhoftig, Fred Rosenzveig, Joe Maney, Gene Goldman, Michael Routburg, Dick Ciocca, Pierre Laliberté, Joe Roboz

**Absent** - Eli Okun

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:**

**(9:32:24 a.m.)**

**Joe Maney moved to approve the Minutes of the March 15, 2018, MM Board Meeting as presented. The motion was seconded by Michael Routburg. The motion passed unanimously.**

**Fred Rosenzveig moved to approve the Minutes of the March 15, 2018, MM Executive Session Meeting. The motion was seconded by Joe Maney. The motion passed unanimously.**

**Dick Ciocca moved to approve the Minutes of the March 19, 2018, MM Executive Session Meeting. The motion was seconded by Pierre Laliberté. The motion passed unanimously.**

Barry noted in attendance: Sylvia Smaldone, President of COOCVE; Rita Pickar, Chairperson of the COOCVE Recreation Committee; and Pat Bidol-Padva, Chairperson of the Council of Area Chairs.

**President's Report - Barry Warhoftig:**

**(9:35:07 a.m.)**

- 1) Golf Course Property -  
Barry reported negotiations with MM's counsel and the Toll Brothers organization continue to progress, and will announce updates when available.

Again, Barry hoped everyone enjoyed the Easter and Passover holidays.

Barry informed the audience of the sign-in sheet in the back of the room, if anyone wished to speak at Open Mic, and advised a three-minute timer would be implemented to inform speakers to wrap up their final comment.

**Treasurer's Report - Joe Maney:**

**(9:37:22 a.m.)**

1) Revised 2018 Budget Presentation -

Joe summarized the budget of 2018 with YTD Projected Income of \$12,941,312; Total Expenses were \$13,559,371, showing a YTD deficit of \$618,059. The initial budget deficit was \$1,350,000, so progress has been made over the past few months, and we will continue to work towards achieving a balanced budget. The opportunity will come mainly from the capital projects, which are presently budgeted at \$2,826,506.

2) February 2018 Financial Report -

**(9:37:22 a.m.)**

For the month ending February 28, 2018, the balance sheet is showing Cash on Hand of \$2,218,066. The Expenses exceeded Revenue by \$11,594. The YTD Expenses exceeded the Revenue by \$77,612.

Joe explained the bulk of Expenses that exceeded Revenue was for water, sewer, and trash, which is higher in the winter season, and would balance out over the next five to six months. Additionally, savings from security cutbacks planned for January 1<sup>st</sup> have not yet been made; those savings will not accrue until that change has been implemented.

**Joe Maney moved to adopt the 2018 Budget as presented. The motion was seconded by Michael Routburg.**

**(9:39:49 a.m.)**

Per Member inquiry, Fred reported the trash collection budget for 2018 was \$640,500; was delighted the projected budget was reduced by over \$1 million; and desired the Board and budget overseers work together with the goal of moving towards a zero deficit and to save money for spending in other areas. He expressed his confidence of the Village financial advisors and reiterated his interest that the Board pursue discussion on the purchase of low-flow toilets and advised Val Smikle had confirmed \$100 subsidiaries are still available. He expressed he is in favor of passing the 2018 budget to include an on-going review.

Following extensive budget discussion by the Board, **Joe Roboz moved to amend the motion to include the Board continue to work towards a balanced budget. The motion was seconded by Fred Rosenzveig.**

Following extensive Board discussion on the amendment made to the original motion, **a vote was taken and the motion to amend failed (4 in favor, 3 opposed, 1 abstention).** (Refer to video at Time Stamp for full extensive discussion.)

The original motion **to adopt the 2018 Budget as presented vote was taken, and the motion passed (7-1).**

Barry expressed gratitude and appreciation for Kelly's service and management of Village projects, and wished her continued success.

**Executive Director's Report - Kelly O'Meara Hampton:**

**(9:57:26 a.m.)**

1) Irrigation -

Kelly addressed the irrigation concerns made to customer service and explained the maintenance checks have confirmed the irrigation system throughout the Village is working properly. She stated the browning grass was wide-spread and the Village was in better condition than the surrounding areas; noting rainfall average is 15 inches below average for the past two years. Although, the water consumption limits mandated by the South Florida Water District were exceeded two months ago, customer service will continue working with the property management companies to address 30-day water requests and provide water situation updates.

Discussion by the Board ensued regarding the irrigation system and that it is only a supplement to Mother Nature, noting potable (drinking) water is extremely expensive and Residents were asked to refrain from using their hoses to water the landscape. Kelly informed the water allotment is routinely assessed throughout the year and adjusted accordingly; the Village was granted leeway for the technical upgrades to include soil moisture sensors and a weather station. (Refer to video at Time Stamp for full extensive discussion.)

2) Projects Updates - **(10:01:45 a.m.)**  
Kelly advised the agreed-to 2018 capital projects are in progress.

a) Gatehouse Construction - **(10:01:52 a.m.)**  
Kelly reported the good news that the last hurdle for receipt of the East Gatehouse permit would be before the Community Appearance Board at the end of April. She was hopeful construction would begin no later than May and said contractor, Butters Construction, is ready to begin construction as soon as permitting is received.

b) Traffic Safety Project - **(10:02:17 a.m.)**  
Kelly informed Phase II of the traffic safety project to include pavement markings and signage throughout the village was near completion, following a week-long delay. The City has been receptive to MM's request for BSO in the Village. An agreement between the City, BSO, and MM was reached and acceptable to the parties' counsel. Per City request, Kelly advised MM the City was added to the general liability policy at a low cost of an estimated \$300. The traffic engineers completed the property survey for insuring we are in compliance with some of the municipal codes, as well as state FDOT Regulations, and will present a final report to MM for review. Kelly anticipates some minor corrective actions may have to be made before presentation to the City Commission in the next few months.

Per Member inquiry, Kelly stated that there is no cost to the associated with BSO presence in the Village and explained that CVE has been considered private roadways for the last 4 years; therefore, BSO will drive through and respond to calls for us; however, in terms of traffic enforcement, they are unable to enforce any violations, due to the fact that we have never complied with municipal and FDOT guidelines. Further discussion ensued regarding guidelines and compliance required to have BSO presence in the Community. Kelly encouraged Residents to contact 911 for emergency medical care and police assistance.

The Board continued discussion regarding the review of nationwide accident statistics, target completion date, engineering evaluation, and City approval for BSO action in the Village. (Refer to video at Time Stamp for full extensive discussion.)

c) Village Lighting - **(10:20:00 a.m.)**  
Kelly reported the disc top light replacement has begun with the order of 350 lighting fixtures with the anticipation of an additional order to be placed for additional lighting in the dark areas of the Village. Kelly stated the light installation permit would be submitted today and hoped to begin light installation in the next few months. The next phase of the project will include a photometric study, inspection, and evaluation of the 40-year old electrical work, the poles, and area lighting for possible replacement and code compliance.

Dick and Kelly thanked Val for his effort in securing a great deal on the lighting fixtures. A round of applause ensued.

- d) Perimeter Wall - **(10:21:57 a.m.)**  
Kelly acknowledged Val's work on the wall project and specified the additional tasks needed for completion are to complete the eight-foot wall variance application and obtaining a permit in order to move forward adding, so far the City has been receptive to the plan. She informed the large budget was set aside and placed on hold, pending City decision to install a wall along SW 10th Street. With FDOT's assistance, Kelly anticipated the planning phase and permitting process would take about a year, with construction beginning in the early part of 2019.
- e) Paving Project - **(10:23:11 a.m.)**  
Kelly complimented Robert's phenomenal work coordinating with the buildings ensuring those buildings participating are all set for the paving. She advised the permit would be submitted soon and hoped paving to begin this summer. Kelly suggested making temporary parking arrangements with nearby buildings, as well as to leave a set of keys with someone in the building to move cars as needed in order to avoid re-paving delay or the risk of towing. More information and updates will be made available closer to the summer months, as well as posted to the bulletin Boards.

Per Member comment, Kelly confirmed obtaining permits is a lengthy and time-consuming process involving many steps.

**Treasurer's Report Cont. - Joe Maney:** **(10:25:51 a.m.)**

- 2) Independent Auditor -  
As a result of late reports received by the independent auditor used by MM for several years, Joe informed that with the assistance of Andrew Winston negotiations have been narrowed down to two firms and hoped to present a new auditor for Board approval in the next few weeks.

**Business:** **(10:26:42 a.m.)**

**Unfinished - None**

**New - None**

**Member Comments:** **(10:26:55 a.m.)**

Joe M. stated he would be in Massachusetts for the summer and would participate in the meetings remotely; expressed his enjoyment serving on the Board and desire to continue.

Michael wished everybody a happy holiday season; expressed appreciation for Kelly's hard work, dedication, and leadership, noting her commitment to the organization extended past working hours and through vacations.

Fred concurred with Michael; stated the staff, Board, and management continue work hard all summer long; and wished Kelly all the best at her new job.

Pierre and Barry thanked Kelly for her hard work and wished her well in her new role.

Dick wished Kelly lots of success and luck and offered Kelly to comment on her next venture.

Kelly expressed her appreciation serving the lovely Community and enjoyment working with an amazing staff and Board; complimented the improvements in the Village, and looked forward to watching the Community's continued development from afar.

Gene stated he was honored to serve as a Board Member the last 11 years; has never seen a better operation, and complimented Kelly for bringing together an amazing, devoted staff; noting since Kelly's involvement four years ago, there had been no weaknesses and desired the entire MM staff be applauded for their efforts.

Joe R. thanked Kelly for her effort and dedication; wished her luck; and concurred with Member comments.

A round of applause ensued following each Member comment.

**Announcement:** (10:32:39 a.m.)  
The MM Board Meeting will be held Thursday, May 17, 2018, at 9:30 a.m., in the Activities Center Room A.

Following adjournment, Open Mic will ensue and Residents were reminded a three-minute timer would be used to keep track of their time.

**Adjourn:** (10:33:27 a.m.)  
Meeting was adjourned at 10:33 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 \_\_\_\_\_, 2018.