

## Minutes of Master Management Board Meeting May 17, 2018

President Eli Okun called to order the regular meeting of the elected volunteer Board of Directors of CVE Master Management at 9:28 a.m.

Eli informed the audience of the sign-in sheet is back of room if they wish to speak at Open Mic.

### **Roll Call:**

**Present** - Eli Okun, Barry Warhoftig, Fred Rosenzweig, Dick Ciocca, Gene Goldman, Michael Routburg, Pierre Laliberté. Joe Maney and Joe Roboz (entered the dais at 9:32 a.m.)

Eli noted in attendance: Sylvia Smaldone, President of COOCVE; Rita Pickar, Chairperson of the COOCVE Recreation Advisory Committee; and Michael Rosenzweig, Editor-in-Chief of the CVE Reporter.

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

### **Meeting Minutes:**

**(9:30:44 a.m.)**

**Eli Okun moved to approve the April 05, 2018, MM Board Meeting Minutes, as amended; the Board approved unanimously. Eli Okun moved to approve the MM Executive Session Meeting Minutes for the April 12 and April 19, 2018, MM Executive Session Meeting Minutes; the Board approved unanimously.**

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

**(9:32:36 a.m.)**

1) East Gatehouse -

Eli announced the good news that the permit for the East Gatehouse was approved by the Community Appearance Board. Eric, expeditor for the project, addressed all comments of the Zoning Commission, and the permit will be ready for pickup Monday, May 21. Construction will begin June 4th, weather permitting. Updates, including possible, lane closure notifications, will be posted and sent out.

2) Lighting -

**(9:33:25 a.m.)**

Eli reported the Community Appearance Board approved the lighting permit. Phase I will begin June 25<sup>th</sup>, with replacement of the current lighting fixtures to new LED high-intensity light heads, which will be a significant improvement.

Phase II will follow to include a photometric study of the parking lots and Village entrances, etc. to determine the need for additional lighting.

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

**(9:34:35 a.m.)**

April 2018 Financial Report -

For the period ending April 30, 2018, the balance sheet is showing Cash-on-Hand of \$2,196,083. The monthly Net Assessment Receivables on uncollected items was \$195,958, with a Total Equity of \$350,543.

Joe reported the Net Income for January through April was \$86,898.

For the period January through April, losses for the first 3 months were \$4,712.

The over budget items totaling \$207,196

The over budget items are were employee benefits of \$13,408, repairs and maintenance over by \$19,375; water and sewer over by \$32,783; transportation services over by \$61,756; security guard services over by \$79,874.

Other budgeted items include bad debt of \$41,667, electrical expense of \$8,311, landscaping and irrigation of \$44,257; road and sidewalk maintenance of \$11,696, and capital replacement projects of \$805,018 for a total of \$910,949. The capital replacement projects were was under significantly, as most projects will take place later in the year.

**Executive Director's Report - Dan Johnson:**

**(9:37:11 a.m.)**

1) Le Club Air Conditioning -

Dan reported one of the two 30-ton units on top of the Le Club was replaced after the old one stopped working several months ago.

2) CVE Insider -

**(9:37:35 a.m.)**

The first edition of the CVE Insider was distributed to the Community via email. Dan advised residents who did not receive a copy or became unsubscribed and would like a copy to sign up by contacting Customer Service. The new publication is another way to update Residents and will highlight MM projects throughout the Village. MM is working in conjunction with a firm to help distribute information to the residents.

3) Paving -

**(9:38:17 a.m.)**

Dan anticipated the paving project will commence the week after Memorial Day starting with Westbury A, B, and C. Scheduling details and notices will be given out advising Residents of commencement dates they will be in your area, and to clear parking lots accordingly. Residents were advised to contact Robert Streather at MM for temporary parking assistance. Of the three buildings yet to join the paving project, the opportunity to sign-up at the current rate is extended through this week; otherwise they will be moving forward as scheduled.

4) Security Update -

**(9:39:08 a.m.)**

Dan outlined the new Village security plan to include looking into a variance by the city for an 8 foot perimeter wall around the property and in congress with the SW 10<sup>th</sup> Street project.

In conjunction with the regular Village patrol rovers, in the coming months, BSO will be providing 24-hour patrol through the Village and will be issuing traffic violations along the MM roadways.

The new Gatehouses and Clubhouse will be equipped with high-definition security cameras. A total of 32 newly installed high-definition cameras will reduce the number of guards at the Clubhouse. Additional security features include licensed paramedic/First Responders (currently 6 on-site) who will be responding to all incidents on the Clubhouse property, and new two-way radios for the staff and Master Management contracted exterior guards for rapid communication and response to accidents and incidents. Dan informed an audit of incident reports from the last two

years (January 1, 2017, through April 30, 2018) consisted of 113 reports made at the Clubhouse; 88 were medical in nature, 25 non-medical, 23 were resident related issues, and only 2 were non-resident related incidents.

Following Member inquiry, Dan advised First Responders will be equipped with AEDs and Stat Packs during Clubhouse hours. Additional comments by the Board ensued. (Refer to video at Time Stamp for full, extensive discussion.)

Following Member inquiry, Eli advised that MM BOD meetings were not scheduled for the months of July or August, per Board member discussion and that if necessary, one would be called.

Following Member comments, Dan explained the licensed paramedics will act as First Responders, as MM agreed not to dispense medication and urged Residents call 911, as needed.

**Business:** (9:47:15 a.m.)  
**Unfinished - None**

**New -**

- 1) **Balanced Budget -**  
As a result of an unbalanced budget by the previous Board, Eli explained the administration set out to create a balanced budget. Finance Committee Members: Treasurer, Joe Maney, Executive Director, Dan Johnson, Controller, Bob Baumiller, and President, Eli Okun spent hours scrutinizing the budget line by line, adjusting under/over budgeted items to balance the budget 100%. Copies were provided to the Board.

**Eli Okun moved to approve and adopt the revised balanced budget for fiscal year 2018 as submitted. The motion was seconded by Michael Routburg.**

Following Member comments, **the vote was taken and the motion passed (8-1)**. (Refer to video at Time Stamp for full extensive discussion.)

- 2) **Equity Line of Credit -** (9:52:03 a.m.)  
Eli informed an arrangement with the bank was made for an open Line of Credit in the event of an emergency. Documents were submitted to the Board for review.

**Eli Okun moved to approve the two-year open line of credit for \$2.8 million at the interest rate of 3.8% on the outstanding balance from First Citizens Bank. The motion was seconded by Michael Routburg.**

Following Member comments, **the vote was taken and the motion passed unanimously**. (Refer to video at Time Stamp for full extensive discussion.)

Dan thanked MM Controller, Bob, for fostering a reputable relationship with the bank that allowed for the negotiations. A round of applause ensued.

Moving the meeting away from the agenda item, Dan introduced Fernando Navarro, Director of Security.

Fernando advised that in addition to enhancements in Security, a new Program has been put

in place to recognize Officers that go above and beyond their regular duties. Another enhancement to Security going forward is that Supervisors will be wearing a gold badge and their nameplates on the front of their shirts.

Fernando then acknowledged security personnel, Joelle, and Training Officer and Office Assistant, Natalie, for going above and beyond their duty and responding to an onsite fire. A round of applause ensued.

**Member Comments:**

**(10:01:05 a.m.)**

Dick mentioned many topics were covered; enjoyed acknowledging the people who help protect the community; thinks it's a step in the right direction; and remarked getting used to change takes adjustment, time, and patience.

Michael wished everybody be well and have a safe Memorial Day and July 4th holiday; concurred with Dick that change is hard and takes time to work out the kinks; stated the changes to Village security is a good change and to give it a chance; mentioned paramedic, Jason, who assisted with three residents that fell before ambulance arrival during his training.

Barry complimented and thanked the Board and MM staff for their coordination and professionalism over the last year and a half; thanked Dan and Eli for their leadership; stated the Board is attentive to Resident comments and direct requests of MM.

Eli was proud of the Board's accomplishments and hopes to see the future plans implemented for a better Century Village; wished everyone a happy and safe Memorial Day weekend, Fourth of July, and summer.

Gene pointed out two instances where Residents had been disrespectful to the guards and desired the Residents be mindful of their behavior; thanked the bulk of the Community who are terrific, polite, and decent Residents.

Joe R. thanked Joe M. and Finance Committee for coming up with a balanced budget; thanked Dan Johnson and the Recreation Committee; stated the new security plan for the Clubhouse was similar to the policies at surrounding communities and thinks it's a great change.

Fred was pleased with the financial progress; was relieved the construction of the East Gatehouse will begin and hoped for a smooth transition to the West gatehouse and hoped that would be constructed over summer; was pleased the security project and other projects are enhancing Village operations; expressed gratitude to the various organizations and the Board for working together; wished everyone a great summer; inquired as to when the next CVEMM BOD meeting would be. Dan stated the next meeting was scheduled for June 21st.

Pierre was looking forward to the new Village lighting; asked the frequency of the CVE Insider publication; looked forward to the added security of BSO's presence; asked for an update of the Clubhouse security.

Per Member inquiry, Dan advised the Insider would be generated monthly as a result of project progress.

Per Member inquiry, Eli stated there are three entrances into the Village; ID Card, Bar Code, or call in a guest same. The security measures are similar to the surrounding communities to include Boca, Palm Beach, and Pembroke Pines. The Clubhouse has 32 cameras constantly being monitored by Security, as well as separate screenings for the entranceways.

Michael pointed out the security plan was developed by the hard work of Kelly Hampton and Dan Johnson in coordination with Recreation.

Dick advised Residents be patient and alert when BSO enters the Village to avoid fines and/or tickets.

**Announcement:** **(10:15:08 a.m.)**  
The MM Board Meeting will be held Thursday, June 21, 2018, at 9:30 a.m. in the Activities Center A. There will not be a CVEMM BOD meeting in July or August; however a meeting would be called, as needed.

**Adjourn:** **(10:15:33 a.m.)**  
Meeting was adjourned at 10:15 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.