

Minutes of Master Management Board Meeting June 21, 2018

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.

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, Dick Ciocca, Michael Routburg

Remote - Barry Warhoftig, Pierre Laliberté, Joe Roboz, Joe Maney (entered the dais at 9:32 a.m.)

Absent - Fred Rosenzweig, Gene Goldman

Eli noted in attendance: Sylvia Smaldone, President of the COOCVE and Rita Pickar, Chairperson of the COOCVE Recreation Advisory Committee.

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: (9:31:23 a.m.)

Eli Okun moved to approve the Minutes of the May 17, 2018, MM Board Meeting and the May 24, 2018, MM Executive Session Meeting; the Board approved the Minutes.

President's Report - Eli Okun: (9:32:10 a.m.)

- 1) East Gatehouse -
Eli reported the East Gatehouse was closed as of Monday, June 18, to remove the power supply and computer system in preparation for demolition of the structure scheduled next Tuesday. Eli was hopeful for project completion within 3 months or less, weather permitting, with the West Gatehouse construction to follow. Eli noted the delay was a result of the permitting process with the City.
- 2) Paving Project - (9:33:17 a.m.)
Eli stated the paving will continue through the summer. Paving at Westbury is complete and Ellesmere is near completion. Eli was pleased to report the paving project was on schedule for completion by the end of July, weather permitting, and looked forward to the improvements taking place throughout the Village.

Treasurer's Report - Joe Maney: (9:34:29 a.m.)

May 2018 Financial Report -
For the month ending May 31, 2018, Revenue was \$1,064,490 and Expenses were \$983,756. The Net Revenue exceeded the Expenses by \$80,734. The YTD Revenue was \$5,382,277. The YTD Expenses were \$5,375,700. The YTD Revenue exceeded the Expenses by \$6,576.
The Balance Sheet is showing Cash On-Hand of \$1,689,819. The Net Assessment Receivables on uncollected items was \$364,818, down somewhat from the previous

month. Total Assets were \$3,144,551 with total Liabilities of \$2,792,939 and total Net Equity of \$351,612. Joe noted the over budgeted Expenses YTD were office expenses, due to bank service charges, over by \$19,000; repairs and maintenance over by \$14,000; transportation services over by \$56,000; security guard services over by \$132,000; and water and sewer over by \$51,000, with an anticipated decline in usage in the coming months. Under budgeted Expenses YTD were landscaping and irrigation by \$52,000 and capital planned projects by \$870,000, which will balance out by the end of the year, as projects are completed.

Executive Director's Report - Dan Johnson:

(9:37:07 a.m.)

1) Golf Course Access Agreements -

Dan reported a meeting was held June 12th with the 23 Associations that abut the golf course seeking Access Agreements to take samples of their soil and ground water for testing as part of MM's due diligence in acquisition of the golf course property. To date, 17 buildings have signed the Agreement. Dan stated the analysis will commence mid-July and notifications will be sent accordingly.

2) Break-ins -

(9:37:53 a.m.)

Dan reported following numerous break-ins to storage lockers throughout the Community, an arrest was made yesterday. Dan explained the culprit was a vendor who gained entry to the Village through the Gate by a Resident. He advised Residents to use caution and due diligence when inviting guests and/or vendors into the Village; seek licensing credentials and references. Dan stated a building security camera was essential to the arrest and pointed out the technology is fairly inexpensive and suggested those interested in security camera services to contact MM for vendor referral.

Business:

(9:39:39 a.m.)

Unfinished - None

Joe added comment to Dan's report on the break-ins, pointing out that latches were cut on the storage lockers to gain entry and stated the lockers are building property and will need to be re-welded before the unit owner can put a lock on the locker.

Business:

(9:40:44 a.m.)

New -

1) Lighting Project -

Eli reported the new lighting project will be starting in the beginning of July, changing current fixtures to the new LED fixtures, which have been purchased and are on premise awaiting installation. Eli requested formal Board approval for the previously budgeted \$400,000 to begin the replacements. The next phase of the lighting project will be included in next year's budget for adding additional lighting as needed. Eli noted the new LED lights will produce more light and be more energy efficient, resulting in a reduction of the electric bill.

Eli Okun moved to approve the expenditure of not to exceed \$400,000, which is included in the MM balanced budget for the installation of new lighting fixtures in place of the old. The motion was seconded by Michael Routberg.

Following Member inquiry and comments, Eli confirmed the existing lighting poles will be repaired or replaced as needed; Phase II of the lighting project is scheduled for next year to include a photometric study for assessment of additional Village lighting.

Following discussion, **the vote was taken and the motion passed unanimously.**

Announcement:

(9:44:49 a.m.)

The MM Board Meeting was moved up to Thursday, September 6, 2018, at 9:30 a.m. in the Activities Center Room A. The date was moved as a result of no meetings scheduled for July or August. Notification will be sent.

Member Comments:

(9:45:24 a.m.)

Dick suggested a review of the cleaning and monitoring of the waterways process; desired the information be published.

Michael wished everyone a wonderful, healthy, and safe summer and 4th of July, and will see everyone in September.

Eli wished everyone a good summer; looked forward to the Village improvements that will continue throughout the summer; hoped residents will take note of the positive changes.

Barry desired Dan provide an update on the discussions with the City regarding BSO patrols in the Village. Dan advised following a traffic study completed last month, signage and roadway striping improvements were made, and a formal email was sent to the City; the engineers submitted a letter of good faith to MM and recommendation of compliance to the City. Additionally, once paving is completed over the summer MM will move to be added to the City docket by August or September seeking an ordinance to obtain BSO presence in the Village.

Michael asked why the paving project needed to be completed prior to being added to the City docket. Dan answered it depends on the response he receives from his email; adding much of the current repaving that is being done will satisfy much of the striping compliance.

Barry inquired as to the completion date for the East Gatehouse and time frame for the commencement of the West Gatehouse. Dan advised the East Gatehouse would be completed in September and will seek guidance whether to go forward or postpone the West Gatehouse until next year at the MM workshop scheduled for next Thursday, the 28th. We are currently working on a September 15th final permitting date, possibly sooner.

Pierre mentioned the drone video sent a few weeks ago by Robert Streather and wondered if a video could capture the East Gatehouse construction. Dan announced a drone will be out next week to capture the 8-minute demolition of the East Gatehouse.

Dick inquired as to the traffic flow in the Village since the closure of the East Gatehouse. Eli reported traffic has been exceptionally quiet, with no reported incidents.

Adjourn:

(9:52:33 a.m.)

Meeting was adjourned at 9:52 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. 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.