



MASTER MANAGEMENT

Century Village East Community Services

Minutes of Master Management Board Meeting July 16, 2015

First Vice-President Michael Routburg called the meeting to order at 9:31 a.m.

Roll Call:

Present - Dan Glickman, Bill Morse, Michael Routburg, Danielle LoBono, Dick Ciocca

Remotely - Gene Goldman, Fred Rosenzveig

Absent - Donna Capobianco, Pierre Laliberté

Following an announcement by Danielle LoBono of the passing of Bill Goddard, a moment of silence was had.

Meeting Minutes:

(9:34:23 a.m.)

Danielle LoBono moved to accept the following:

May 27, 2015, MM Executive Session Meeting Minutes - Part 2

June 11, 2015, MM Board Meeting Minutes

July 02, 2015, MM Executive Session Meeting Minutes

The motion was seconded by Dick Ciocca. The motion passed unanimously.

Danielle LoBono moved to accept the June 16, 2015, MM Executive Session Meeting Minutes. The motion was seconded by Dick Ciocca. The motion passed 6 - 0 with 1 abstention due to absence (Michael Routburg).

Financial Report – Bill Morse:

(9:35:41 a.m.)

For the month ending June 30, 2015, Revenue was \$1,033,690 and Expenses were \$1,008,166. The Revenue exceeded the Expenses by \$25,524. YTD Revenue was \$6,210,615 and Expenses were \$6,255,825. The Expenses exceeded the Revenue YTD \$44,710.

The balance sheet is showing Cash of \$3,609,825 and CDs of \$728,000. Total Cash of \$4,337,825. The Net Assessments Receivables on uncollected items was \$942,691 (unconfirmed). Total Assets were \$6,001,325 with Total Liabilities of \$5,225,824 and Total Net Equity \$775,502.

Bill noted the Revenue exceeded Expenses by \$25,524, noting perhaps water and sewer were over accrued for June by approximately \$28- to \$30,000, which would be a plus of approximately \$55,000 for the month.

President's Report – Michael Routburg, Vice President:

(9:37:54 a.m.)

1) Lawsuit Settlement -

A bulletin issued by Donna Capobianco outlining the current legal matter resolution was read into the record by Michael, on Donna Capobianco's behalf as follows:

CVEMM is actively working toward finalizing what we believe will be a very good settlement to end five lawsuits, some of which involve COOCVE. We wish to end the years of legal battles and allow us to move forward in a more positive manner.

The Telemedia case is only one of five lawsuits, is a CLASS ACTION, does not include COOCVE and relates to gardens only with damaged draft walls caused by the cable install back in 2004. Again, only garden associations are impacted and those involved in the CLASS will receive information directly from their CLASS attorney, Mr. Garrity, with any questions.

CVEMM is not a blog. It is a company doing its best to act responsibly. This settlement, once finalized, will be, we believe, a very positive step for our community. Speaking of the settlement in pieces will only cause confusion and trigger questions CVEMM can't answer right now. As soon as CVEMM's attorneys have all the final information needed, CVEMM will hold a SPECIAL MEETING where our attorneys will address the settlement in full.

In the meantime, we ask for your patience and support.

Donna Capobianco
President, CVE Master Management Company, Inc.

Executive Director - Kelly O'Meara Hampton:

(9:40:20 a.m.)

1) Announcement -
Fernando Navarro, Director of Security for ABM Security Services, will be hosting monthly seminars; the first one scheduled for July 29th from 10:00 a.m. to 11:00 a.m. on Roadside Safety & Driving Etiquette at the Le Club building. Fliers were available. Kelly encouraged residents to attend.

2) Roadway Restriping - **(9:41:11 a.m.)**
Major roadway restriping has been completed. The parking streets are nearing completion. Areas for 2016 would be analyzed, and the associations selected will receive notification in the next couple months via letter for those interested in participating. Areas that were not resurfaced this year or slated for the next month or two have been restriped.

Dan asked if a list could be sent indicating the recently completed asphalt overlays. Kelly advised a list would be sent. Michael wanted to know if it was possible for associations to receive more advanced notice for budgeting purposes. Kelly informed they would do their best to provide advance notice based on need and reminded that Five Star Sealing & Paving could be contacted, who would provide estimates, pointing out that \$165 per parking space was quoted, subject to change.

3) Tree Canopy Project - **(9:44:59 a.m.)**
Kelly stated 280 trees of 431 have been planted to date, and that an email blast would be sent out indicating the types of tree planted along with before and after pictures. Kelly reported 30 pre-existing trees needed removal and would be implemented into the ongoing project for cost-efficiency. Completion of project is scheduled for mid-August. Also, informed tree trimming had begun and will continue for next couple weeks.

- 4) Water Valve Project - **(9:46:34 a.m.)**
371 of 504 valves have been replaced. The Board having previously discussed a project finalization date are in agreement with a projected completion date of October 1st.

- 5) Village Lighting - **(9:47:02 a.m.)**
The light meter study results have been sent to the engineering firm for recommendations. Phase 1 would be the exterior roadway FPL lighting analysis for recommendations.

(9:47:41 a.m.)

Dick interjected, asking if new trees were planted too close together. Kelly pointed out the trees were planned and planted that way intentionally by Masuen Consulting LLC, the landscape engineer, in order to develop a canopy over the walkways.

Once the information is collected from the exterior roadway study, phase 2 would begin with an evaluation of the interior lighting/coolie hat lights. An upcoming meeting scheduled with FPL will provide more information to present at a future board meeting.

- 6) Bus Step Modification - **(9:48:58 a.m.)**
An eighth bus step modification was attempted and once again was not successful. While efforts continue, Kelly advised residents to use the bus lift. Feedback from the residents regarding the bus lift were addressed, and a notice was read into the record that would be posted on all Village buses. It was noted the buses continue to be fully ADA compliant. Discussion between Board Members ensued. (Refer to time stamp above for full discussion.)

- 7) Recycling - **(10:00:38 a.m.)**
As was announced at the Area Chair Meeting by the City Commissioner and Kelly, based on feedback from the community regarding the difficulty experienced by some residents getting their garbage into the dumpsters, the City is experimenting with a new lid that has a smaller opening (hatch) as opposed to having to lift the entire lid. (Refer to time stamp above for full discussion and to see pictures of the lid as displayed by Kelly.)

- 8) Irrigation - **(10:06:17 a.m.)**
Kelly noted the final inspection was completed and the permit was closed. The control setup and certification is 95% complete and expected to be 100% complete within the next month or two. Kelly explained how the system was being checked and certified. Kelly further noted a recent storm with lightening activity affected the irrigation system and what actions are being taken to resolve those issues. Discussion ensued between Board Members. (Refer to time stamp above for full discussion.)

- 9) Rebranding - **(10:13:12 a.m.)**
Organization rebranding is almost complete. The new website will done by weeks' end and will be presented to the Board for approval. Kelly describe the benefits of the new interactive site which would be available for community feedback and will host a variety of features such as surveys, a blog for commenting and information networking. Kelly announced a new logo would be introduced.

- 10) Collection Efforts - **(10:14:56 a.m.)**
Approximately 9 associations have past-due assessments totaling more than \$117,000. Kelly advised collection efforts would begin with phone calls and encouraged those associations to contact her. Per Member inquiry, Kelly confirmed the total related to

associations who have taken title and ownership of apartments and have yet to pay the past-due assessments.

- 11) Customer Service - (10:15:55 a.m.)
646 inquiries were received for the month of June. Kelly drew attention to the large number of inquiries being off-season. The majority were irrigation related, email follow-ups, financial matters, and Activity Center inquiries. Only 78 of 646 inquires resulted in work orders at a rate of 3 days to complete.
- 12) Security - (10:16:53 a.m.)
Fewer calls were received this month, as opposed to May, with about 30 calls. Kelly noted the majority of calls were requests for residential escorts, wellness checks, domestic disturbance, and two theft reports. Per Member inquiry, Fernando Navarro described one theft as being an unlocked car report, and the second one was a burglary of a residence with no evidence of forced entry.
- 13) Comcast - (10:18:53 a.m.)
A number of service issues such as amplifiers, bulk service issues, holds, channel resolution of 98/99 as previously discussed all remain unresolved. Meetings have been held, and progress is moving slow. CSI, the company involved in negotiating the terms of contract have stepped in to assist in resolving the pending matters. Kelly will provide an update when available.

Dick thanked Kelly for her comprehensive, concise, useful, and informative report.

Business: (10:21:46 a.m.)
Unfinished - None

New -

- 1) Robling Architecture Proposal Approval -
The Board was asked to become involved in the preliminary design and budgeting of the three guardhouses, beginning with the main guardhouse. A preliminary budget of \$.5 million was suggested for design and construction of the main guardhouse, proceeding to the smaller two guardhouses; with a beginning figure of \$45,000 for the design of all three guardhouses to permitting. The plan would be to introduce a complete project cost for approval at next month's meeting.

(10:23:17 a.m.)

Dick Ciocca moved to authorize the Executive Director to proceed with a contract of \$45,000 to Robling Architecture to do the architectural planning for all three guardhouses. The motion was seconded by Fred Rosenzweig.

Following discussion, the vote was taken and **the Motion passed 6-1 (Dan Glickman opposed.)** (Refer to time stamp above for full discussion.)

Member Comments: (10:32:40 a.m.)

Bill raised objection to making personal comments about non-business related items; in particular, the comments made earlier in the meeting by Danielle as inappropriate and unacceptable. If necessary, will pursue a resolution at next month's meeting.

Dan pointed out that during a moment of silence would be the appropriate time to recognize one's passing.

Gene agreed with Bill and agreed that a moment of silence would be a sufficient time to reflect on those one wished to remember. The mention of individual names would be singling out one member of the community over another.

Fred suggested it was inappropriate to eulogize one's personal traits from a business point-of-view.

Michael reserved comment. But then stated he disagreed with Gene, Fred, and Bill's comments. Suggested individuals who previously participated in MM could be remembered. Does not think a protocol would be necessary; apologized for allowing the eulogy if anyone was offended.

Announcements: (10:36:46 a.m.)

The next meeting is scheduled for August 13, 2015, at 9:30 a.m.

Open Mic: (10:36:57 a.m.)

The meeting was opened to residents who wished to express their thoughts, concerns and issues. The following residents took advantage of the opportunity:

Caryl Berner - 3130 Cambridge F -
Rhonda Pitone - 208 Newport L - COOCVE Director
Richard Rosenzweig - 97 Farnham E – City Commissioner District 3

Refer to time stamp noted above on video to hear all comments.

Adjourn: (10:48:07 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. Meetings may also be viewed on our Community TV Channel 98.)

Respectfully submitted on behalf of,

Gene Goldman
Secretary
CVEMM Board of Directors

By:
Kelly Serkin
Executive Administrator
CVE Master Management Co., Inc.

The signature above indicates only that these are the minutes adopted by the Board of Directors in open session on _____, 2015.