



## Minutes of Master Management Board Meeting

October 19<sup>th</sup>, 2023

Board President Eli Okun called to order the open meeting of the elected volunteer Board of Directors of CVE Master Management at 9:30 a.m.

A sign-up sheet was available in the back of the room to sign up for Open Mic. Online Zoom participants may raise their hand at the end of the meeting to be called on.

### **Roll Call:**

**Present** - Eli Okun, Michael Routburg, Les Gerson, Barry Warhoftig, Gene Goldman, Donna Capobianco, Amy Conner

**Remote** - Joe Roboz, Paul Bourque

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:**

(09:32:19 a.m.)

**The Board unanimously approved the Minutes of the September 21, 2023, Board Meeting; the October 5, 2023, Executive Sessions, and the October 12, 2023, Executive Session as presented.**

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

(09:33:17 a.m.)

- 1) CVE Election Committee Update - Guest Speaker: Linda Dietch, Election Committee Chair -  
Linda urged everyone to spread the word to owners to apply for 1 of the 12 positions open for the upcoming election. CenClub has two 3-year terms, Master Management has three 3-year terms, and COOCVE has all seven 2-year terms. The candidates were appreciated for their hard work. Challenge is good and more candidates were encouraged to apply. Applications are available at all 3 organizations, as well as the COOCVE website. Submit your application of 100 words or less by the deadline, November 9<sup>th</sup>, by 3:00 p.m. A list of candidates will appear in the December issue of the Reporter. An in-person forum to meet the candidates will be January 8<sup>th</sup>, from 9:30 a.m. to 12:00 p.m. The election will take place January 9<sup>th</sup> through the 12<sup>th</sup> electronically this year. Voting is for 2023 Directors only. She asked all building Presidents to make sure we know who your Directors, Delegates are. If you do not have any, elect them and send over email addresses for them. You may send an email or apply in person via paper voting available by appointment only. Submit questions to [cveelections2024@gmail.com](mailto:cveelections2024@gmail.com), and hoped to see many candidates apply.
- 2) Transportation (Buses) Update - (09:36:18 a.m.)  
Eli reported we recently encountered problems with some of our new buses that were custom-made for the Village that feature a kneeling mechanism to assist passengers on and off the bus, as well as a stronger wheelchair lift and other improvements. The problem we are encountering now is that about a third of the Ford F-450 engines were defective and currently in the process of being replaced.

Pending repairs of 5 of the buses, Transdev rented several fill-in buses for the past 3 months that look similar to vans and accommodate 20 people. He advised 1 or 2 buses should be back in the near future, and hoped the Auto Workers Union strike would not delay the process.

Per member inquiry, Eli confirmed the expense for renting the temporary buses was at the expense of Transdev.

- 3) Community Information - **(09:37:52 a.m.)**  
The monthly CVE Insider, the Reporter, the MM Connect app, and Channels 98 & 99 were the best way to stay informed, get Village updates, communicate with MM, and submit work orders via the MM Connect app. Go to [www.centuryvillageeast.com](http://www.centuryvillageeast.com) and click on the Master Management tab to sign up by entering your email address or call Customer Service at 954-421-5566. Do not rely on rumors, go right to the source whether it be Master Management, CenClub, COOCVE, or the association for accurate information.
- 4) Comcast - **(09:38:48 a.m.)**  
After receiving several phone calls from residents asking for the new X1 cable boxes to be installed, Eli clarified the **new contract begins January 2024**, and at that time Comcast will deliver and install new equipment for anyone who does not have the new boxes free of charge.

**Executive Director's Report Vallen Smikle:** **(09:40:33 a.m.)**

Val thanked everyone for attending, taking the time to learn more about their community, and thanked the Board for helping to submit some emergency proposals.

- 1) Road Work - **(09:40:48 a.m.)**  
Val said road work was underway and should be completed by the end of the week in the Ashby D area as a result of FPL's work running a conduit line that was supplying power to the Ashby D Association building. While conducting the annual drain cleanouts in preparation for storm season, an electrical line running through the storm drain was discovered creating a potential sinkhole. MM was proactive in contacting FPL right away. FPL was unable to provide a crew for several months, so being it was a life-safety issue, the MM Board made a wise decision to approve making the very costly repairs at \$20,000 to then be reimbursed by FPL. We did prevent a sinkhole in the Cambridge A area and this is our 3rd one we are taking action to prevent and the work should be completed by the end of the week. Also work done at Lyndhurst K – we repaired a pipe burst, repaved the road, and also realized the pitch for the work done was not sufficient enough to get the water pooling on the road to the new drain we installed, so the vendor, Five Star, will be back out tomorrow to correct previous work that was done.
- 2) FPL - **(09:42:39 a.m.)**  
Val said MM has a fantastic partnership with FPL and they have been responsive for such a large company reporting back to such a small company. FPL stated that for several lights that are out they have fixtures on backorder. They are working to get those light fixtures to us to get our community bright again, and we have approximately 3 or 4 lights out on our end and the City has approximately 34 old fluorescent light fixtures that will also be replaced by FPL at no cost to MM or the City, and we are waiting on those fixtures, as well.

Following Member inquiries, Val indicated the light fixtures being replaced were located along Century Boulevard, and we do not have an approximate date when backorder fixtures will arrive; 1 of the lights that was strobing was deemed defective by FPL and will be replaced. MM staff checks weekly for FPL updates.

- 3) Village Fence Line - **(09:44:38 a.m.)**  
Val stated long ago Mayor Trinchitella made a deal with the City holding the City of Deerfield Beach accountable for quarterly cleanups of the swale area on the right-hand side of the fenced area from SW 10th Street and Military Trail all the way to Newport, which has always been messy. Val thanked the City Parks and Recreation Department for being more responsive and working well with MM Director of Operations, Robert Streather, to ensure the area gets cleaned up on a more frequent basis. Val said the area looked great.
- 4) Community Improvements - **(09:45:45 a.m.)**  
Roadwork was underway at Lyndhurst N and Ashby D as explained. Signs were added and bad signage is being replaced throughout the community. Val informed both Guardhouses were painted as part of our maintenance program. The East Guardhouse was built in November 2018 and the West Guardhouse was built in July of 2020 and we just went through a rehab. to make sure they were freshly painted in and out and pressure washed.
- 5) Projects - **(09:46:29 a.m.)**  
Val discussed 3 of the many concerning Village projects on the table:
- a. Wall Permit -  
The contractor for the wall is in for the permit and scheduled to go before the CAB (Community Appearance Board) soon. We'll be doing a different wall on Hillsboro than we have on Military. The Military Trail wall has a mixture of 3 elements; ivy to incorporate the City's request for green space, textured square blocks in certain sections and a smooth stucco surface in other areas for balance and to match the Toll Brothers' wall. The wall at Hillsboro Boulevard wall will just be a textured block wall. He hoped the City does not require a green space because there was no irrigation system and the land adjacent to the property is county owned. Updates will be announced when available.
  - b. Main Guardhouse - **(09:47:36 a.m.)**  
Val knows the main Guardhouse was a hot topic. Last Friday MM submitted everything requested per the civil engineers, the landscape design team, and irrigation for the lake fountain that will be a fixed structure in front of the building. MM will proceed with the Guardhouse as soon as the permit is received and hoped to have an update soon to announce to the community.

Following Donna's inquiry regarding the permitting phase, Val advised CAB was concerned about esthetics and the look of what the Guardhouse would be whereas Planning and Zoning is all about the footprint; where is the building going to be located, how is it going to be built and so forth. On the City side there are 2 divisions – the City building side which we passed 5 times for permit and then the Planning & Zoning side which is the footprint side where since we are relocating the building approximately 400 feet back, they want to know how will it be built, how will it be situated, what is the curb appeal from Hillsboro into the Village and so forth. We told them we did it bringing it back 400 feet to allow for more stacking so our vehicles are no longer stacked on Hillsboro causing a traffic back up. We did this to also make this safer for residents to turn around if there is an issue. This building is actually bigger by 200 feet than the current building. This is what Planning and Zoning is all about location, how it is built, and so forth and the esthetic look. Actually Planning and Zoning also cares about the look which is why they took this before CAB. We don't have to go back to CAB. Donna felt people were somewhat confused so she is glad this is all set.

Val said the only thing left to go before CAB on our docket is the perimeter wall. Donna also asked for clarification in sitting in a COOCVE meeting this past week the Commissioner gave a report and said he was going to make absolutely certain that this went through and referenced something about 3 days. Val explained the process right now is that he has received feedback that we passed 2 out of the 7 principals and maybe 3.

Michael advised there are 2 remaining signatures. Val concurred and said now we are at 5 being completed and there are 2 remaining, which Val said he believes are engineering and landscaping. Donna thanked Val. **(Refer to video at Time Stamp for full discussion.)**

c. CVE Central Park -

**(09:51:29 a.m.)**

The irrigation team is working to remove and replace the old irrigation pump then will trench parcel 4 to make room for the new pipes located by the Clubhouse behind Grantham C, the Berkshire community, and a small area in Ashby. The next step is installing concrete pads for the gazebo areas. The permits were submitted for the footbridge connecting Grantham to Berkshire and the electrical work.

6) MM Staff -

**(09:52:16 a.m.)**

Val introduced and welcomed Millie, the new janitorial aide, replacing Roanna who left for another organization.

7) Guest Speaker - Roy Davis, Manager, Code Enforcement -

**(09:53:23 a.m.)**

In accordance with the mantra, Keeping CVE Beautiful, Val introduced special guest, Roy Davis, Manager of Code Enforcement, to discuss the very serious problematic bulk trash issues in the Village. Val asked for everybody to step up, especially building association presidents, and follow bulk trash rules, and report illegal dumping when possible. He said he has received suggestions that buildings elect a building captain to help curb the situation. Trash should be put out on Tuesdays and not before and not after Wednesday evening. The reason for this is our bulk designation day is Wednesday morning to Wednesday afternoon (each week within the City of Deerfield Beach). The City is committed to help keep the environment clean, so please take your bulk trash out on the designated day. Roy Davis was introduced and said the bulk issue was not just in CVE but the entire City. He said CVE is unique whereas each individual building has their own individual dumpster. He advised Code Enforcement can only cite property and not people; i.e., if Building B has trash out whether or not it is their fault, they would have to be cited by Florida State Statute. Therefore, we ask that everyone understands what bulk trash days are.

There is a bulk Inspector whose only job is to deal with bulk trash throughout the City. Buildings in CVE with bulk trash out after the scheduled pick up date, will be cited. If the Inspector sees bulk trash out after scheduled date, the property will be tagged with a bright yellow courtesy notice and this is their way of politely asking that the bulk trash be removed. If it is not moved within 24 hours, the City will be notified. They will then come through and pick up bulk trash at a cost to that building and everyone that lives in that building, even if it is not your building's trash. The fine for being cited for illegal bulk trash dumping is not a set fine. The fine issued can be up to \$500.00, based upon the circumstance of the case. Unfortunately, this may seem unfair but that is how the State Statute works. In an effort to curb this, if you see anyone putting out bulk trash, be polite and remind them of the date to put the bulk items out. We know some people don't like to listen or don't care. If you notify MM in these instances or notify Code Enforcement directly with as much identifiable information as possible, any evidence they can get as to whom will be cited for the violation.

If you see contractors utilizing dumpsters, they are not allowed to do that. Please notify Code Enforcement if you see this through the City of Deerfield Beach's website or call Roy Davis directly at 954-480-4238 to report violations or advise MM. Commercial dumping is a big issue as people don't want to pay to have the debris removed themselves. The State and Code Enforcement view this as being each individual building's responsibility to police their trash.

Resident advised a Ring camera was an inexpensive deterrent and has worked well in Markham C reducing illegal dumping by almost 80%. It's cost-effective and has worked well. If they know the source of the debris, they will

confront the person. Following inquiry, Roy said if the trash is not picked up as the result of the City or due to wind you will not be cited. Also, if someone is not able to put their bulk trash out on the designated pick-up date, they can purchase extra bulk trash pick-up from the City by contacting Solid Waste and they will give you the fee schedule and tell you when they can come out. Their telephone number is on the website under Solid Waste. Donna recommended the BOD speak to the Reporter and put something together that is a large blast that is run and state in large letters that if you cannot put your bulk trash out on Tuesday for pick-up on Wednesday, this is what you do at your own expense.

Again, contact the Code Enforcement office at 954-480-4238 to report violations and leave a voicemail with detailed information on voicemail if there is no one available to take the call. The office is open Monday through Fridays 8:00 a.m. to 5:00 p.m. If you go to the City website you will see under the apartments departments tab, Code Compliance. Click on the blue tab that says complaint to report a violation at any time. Make sure to leave your contact information, name, and address. The State of Florida passed a bill not allowing anonymous reporting complaints unless it's a life-safety hazard. Unfortunately bulk trash is not considered a life-safety concern. File a complaint if you are unsure and the matter will be investigated. As it relates to contractors illegally dumping, if Code Enforcement receives a marker plate, they take it and work hand-in-hand with the BSO and have a deputy directly assigned to them and this is actually a crime and a case can be built against them.

Roy advised the second most calls he receives for CVE is for work being done without a permit, which can lead to daily fines being accrued for something done without permit when it is required. He explained work without permit is anything being done that the building department or zoning has identified as needing a permit. For example, floors is not one of those things. If you are changing out tile floor, you do not need a permit. If you are changing out kitchen cabinets and the cabinet is going to touch the sink (the sink cabinet), you do need a permit. You can see how this gets somewhat confusing as to whether or not you need a permit. If you see people doing work you believe is work without permit, please put in a complaint but understand they are an arm of the government and cannot walk into someone's apartment and cannot have the Board members open doors so we can walk into someone's apartment. We have a right to "view what we see" from public space only.

**(Refer to video at Time Stamp for full discussion regarding permitting and trash disposal matters.)**

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

**(10:31:06 a.m.)**

September 2023 Financial Report -

For the month ending September 30, 2023, the Revenue was \$1,300,583 and Expenses were \$1,138,131. The Net Revenue exceeded Expenses by \$162,452. YTD Revenue was \$11,466,104 and YTD Expenses were \$11,058,213. The YTD Revenue exceeded Expenses by \$407,891.

The balance sheet shows Cash on Hand of \$3,122,390. The Assessments Receivable on uncollected items is \$160,636. Total Assets are \$4,395,939 with Total Liabilities of \$2,897,473 and Total Equity of \$1,498,466.

Barry noted the uncollected items were extremely low compared to several years ago. The \$160,000 were revolving items. Gene noted what a big improvement it was from the million dollars it once was, and thanked the staff for their collection efforts. Following Joe's comments and suggestion regarding payment status delinquency, Barry will include delinquent account information in future financial reports.

**Transdev Services, Inc - General Manager - Craig Garcia:**

**(10:33:15 a.m.)**

1) Transportation Report -

- a. Craig advised Transdev's goal is to provide the Village the best service possible. Eight buses were currently in service. When he went to the Ford dealership where the 3 buses were being serviced he took some pictures of the progress. One bus was ready to be back in service and the second bus was awaiting the engine to be installed and will be back in service by next week for a total of 10 running buses. Craig said they were moving in the right direction. New Manager at Transdev, Derek Roy, was working with Model 1 and legal assistance to fix and speed up the kneeling mechanism and air compressor issues as promised in the contract due to a manufacturing defect.

Eli said having the 2 buses back in service was good news and will help tremendously. Craig confirmed Transdev was responsible for providing the bus transportation, adding having to rent the temporary buses was a significant expense for Transdev and not MM.

Michael asked if there was a reason they were withholding pump specification information for the regular pump and the pump they want to use to replace. He explained the way the bus mechanism works. Craig explained he does not believe they are withholding information; however, with the company merge and personnel changes, etc. there are new people involved that perhaps do not want to take responsibility. New management is working with legal matters to make sure they deliver what has been promised. **(Refer to video at Time Stamp for full discussion.)**

Per Gene's inquiry regarding the interior bus lights, Craig advised they stay on at night for safety and instructs his drivers to announce their location to passengers to help identify the next stop because the interior light makes it difficult to see outside of the bus at night. Paul suggested dimming the interior lights. Craig advised they were working on a solution and doing their best to announce to riders their next stops. Amy mentioned her recent experience riding the bus was enjoyable and appreciated bus driver James for his initiative to bring back a larger bus following a bingo event to accommodate more people. She appreciated proactive employees. Craig noted her compliment for James.

**Allied Universal Security - Security Director - Christopher Kelley:**

**(10:44:30 a.m.)**

1) Village Security Report -

a. Security Uniforms -

Chris wore the new neon shirt as part of the new, more professional looking security uniform that all guards will be wearing instead of the white shirts with reflective vests at the guard stations and has received positive feedback so far.

b. Safety in the Community -

Pay attention to small vehicles backing up, people in wheelchairs, walkers, and objects between cars. Drive slow and proceed with caution. The "Heads on a swivel" ensures you don't accidentally hit anyone with your car or bike, look in all directions.

c. Feeding Wildlife -

Please do not feed the wildlife in CVE, i.e., birds, turtles, raccoons, iguanas, or coyotes. Last year everybody was apprised of the lingering coyotes in the Village. They are migratory animals and will move on to find a new food source once the food and water are depleted. Please do not feed and water the stray cats, as this will attract other wildlife.

Gene mentioned a report he read recently that feral cats were the leading cause of bird deaths in the country, having killed over a billion and a half by climbing up the trees, etc., resulting in a tremendous loss of really good wildlife.

d. Roadways -

Do not block the road with any type of vehicle or truck. If you use a large vehicle such as an RV, do not block traffic or damage property. Emergency personnel must be able to pass through the Village unobstructed.

e. BSO Report -

Chris reported 5 people failed to stop for stop signs; 7 for speeding, 1 for driving on the wrong side of the road or lane, 1 operating without insurance, 2 for failure to display vehicle registration, and 3 commercial vehicles cited for operation violations. Do not block windows or mirrors with objects inside the vehicle to obstruct visibility, or you may be fined. He thought it was unusual BSO logged a total of 21 hours spent in the Village and issued 21 violations for the month averaging one citation per hour.

Joe said the first part of the report was very helpful and interesting. Upon Joe's suggestion, notification will be sent out as a reminder to the 6,000 seasonal residents and building presidents the Village rules. Per Barry's inquiry regarding ticket issuance, Director Kelley advised officers were instructed to and have been issuing tickets not warnings. Donna referenced a recent report from BSO at a COOCVE meeting that said emergency equals 911. If you experience any type of emergency, call 911.

Discussion ensued regarding the differences between security and emergency 911 police personnel services. Call 911 for an emergency. It is a violation of the Fourth and Fifth Amendment Rights for a security officer to enter residential property, question, detain, or stop individuals. Security work is to look, observe, and report, and contact BSO if necessary. You may call security but village security will not interfere with something that will not endanger security officer safety or lives. The BSO presence in the Village was a paid volunteer position for officers. Chris communicates monthly with the police chief. Les mentioned noticing improvements at West Drive Guardhouse. **(Refer to video at Time Stamp for full discussion.)**

**Business:**

**(10:55:37 a.m.)**

Old - N/A

New - N/A

**Announcement:**

**(10:55:44 a.m.)**

The next CVE Master Management Public Board Meeting scheduled for Thursday, November 16, 2023, at 9:30 a.m. most likely in the same location, the Le Club Theater. Notification confirming the location will be sent.

**Member Comments:**

**(10:56:02 a.m.)**

Paul said he was one of 250 participants at a pedestrian safety seminar, and suggested the Board Workshop to discuss. He mentioned participating in another webinar re. access for public right of way accessibility guide adopted in August for review at a Workshop and continue to look at best alternatives for residents regarding providing electronic charging stations, as they have requested how they can do that in buildings. They are also looking at enforcement for various issues and working with Director Kelley regarding calling in of illegal occupants, and stop sign concerns. He looks forward to seeing everyone on November 1<sup>st</sup>, when he will be returning to the village.

Michael noticed the Village filling up and welcomed back residents and hoped for a wonderful year ahead and progress for a better world. It's unfortunate there are world problems and we are living in sad times.

He thanked the BSO for showing their presence in areas around synagogues and the plaza and was comforted by their responsiveness. The Guardhouse has been a long journey but recognized the light at the end of the tunnel. It's been too long a period of time, and we'll discuss how to improve this in the future, etc. Michael said if he had to choose a time of the year for getting a permit and starting the Hillsboro Guardhouse construction, it would not be this time of the year. This is probably going to come at us at one of the worse times of the year due to season and everyone will have to be patient, as we have been delayed so long and cannot be delayed any longer, people have to do their best that it is a process. Park plans are in motion and things happening are smaller things that need to happen first. Denis is on top of it. You will not see a bridge being built until after the irrigation and electrical are in place and all these pieces take time and planning and construction. Transdev is doing their best to accommodate getting the buses up and running, the merger of First Transit and Transdev is an adjustment process. The engine defect is an unexpected challenge and they are doing their best to resolve.

Barry reiterated the importance of pedestrian safety in the Village which the Board takes very seriously. Pedestrians have the right of way in marked crosswalks. If a pedestrian is in the crosswalk or about to move into the crosswalk, stop your vehicle and let them cross. Cars are bigger than pedestrians. Do not assume vehicles will stop. Look both ways before crossing the road. If you are not at a crosswalk when crossing, you're putting yourself in danger and cars do not have to stop for you. He mentioned seeing pedestrians crossing Century Boulevard without looking on several occasions. Both drivers and pedestrians have obligations. He used the analogy that you would not drop somebody off at a rolling stop so do not roll through stop signs. It is difficult sometimes when you are being tailgated and having to worry you will get hit from behind.

Gene welcomed everybody in the 2023-2024 season and hoped they enjoy their time.

Les thanked everyone in attendance in person and on Zoom. He said the Board stays committed and actively works on the many projects to beautify the community. Some projects take a lot of time to complete. Stay safe, especially in active season on bicycle, walking, and driving.

Amy welcomed everybody in town. She learned a lot from her first year serving on the Board. She was proud of the incredible communication between Master Management, CenClub, and COOCVE and that they work well together to be as productive as possible to make the Village the best Village in South Florida.

Joe suggested a safety bulletin be sent out to alert residents as to the difference between security personnel and emergency assistance for clarification along with contact information. Eli replied last month's CVE Insider contained emergency and security information but will have this reposted.

**Adjourn:**

**(11:31:33 a.m.)**

Meeting was adjourned.

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

Respectfully submitted on behalf of,

Gene Goldman  
Secretary  
CVE Master Management Board of Directors

The signature above indicates only that these are the minutes adopted by the Board of Directors in open session on November 16<sup>th</sup>, 2023.