



CENTURY VILLAGE®

BOCA RATON



Welcome to Century Village®!

It is our sincere hope that your new residence will provide you with many years of enjoyment at Century Village® Boca Raton. You have chosen well and have moved into a community that has been at the forefront in offering the best “complete lifestyle” for active adults. We have compiled the following information to help you get acquainted with the recreation facilities, the Clubhouse, and the who’s who in the community. Please take a few moments to review this information; we know you will find it to be invaluable.

Of course, the staff is here to assist you in any way possible. Please stop by and say “hello”... our doors are always open. We wish you many years of happiness in your new life at Century Village®.

Sincerely,

Administrator
Cen-West Communities, Inc.
Borec, Inc.



The Framework

Century Village® Boca Raton is like a small city. It is made up of 16 condominium associations spread over approximately 700 acres on the shores of Lake Windermere. There are 105 residential buildings, 2 synagogues, a Clubhouse and theater, 17 outdoor swimming pools, 1 indoor pool, 12 tennis courts, bocce, shuffleboard, fishing, and much more.

All administration, maintenance, and activities of the Village are funded with monthly coupon payments to two separate entities:

One coupon is payable to Cen-West Communities, Inc., a private corporation controlled by the corporate developers. A portion of that revenue is allocated to Borec, Inc. Borec is responsible for administration of the Clubhouse and various recreational facilities throughout the Village. All residents are offered classes, clubs, a library, meeting rooms, a party room for club or condominium association functions, a fitness center, billiard room, and more. The Clubhouse is equipped with Wi-Fi. There is live entertainment year-round in a 1,252 seat theater. Current movies are shown several times each week.

The remainder of the Cen-West Communities coupon provides for operation of the common elements that do not belong to an individual condo association. This payment funds roads, lighting, security, bus service (both internal and external), landscaping, and administrative offices to handle resident ID's, auto decals, guest passes, and an in-house TV Channel 63. Day-to-day operation of the Village is delegated by Cen-West Communities to an on-site Administrator.

The other monthly coupon is payable to your condo association. Each association is a separate corporation under Florida Statutes 718, the Florida Condominium Act. Everything within the boundaries of an association, with the exception of the satellite pool, is association business. The business is run by a board of directors elected by the unit owners; the officers are elected by the board. All business is done on behalf of the unit owners. The business includes maintenance, finance, insurance, resales and rentals, landscaping, janitorial, etc. The association board of directors is a resident's initial contact for problems to be resolved. Boards are required by statute to meet at least twice a year (an annual meeting and a budget meeting). Meetings are open to all residents.

Each association contracts with The Continental Group, Inc., to manage the association business. Continental dedicates 3 full-time property managers to the Village and employs a full-time staff to service the condo buildings and common areas. Continental's responsibilities include administration, landscaping, maintenance, and janitorial. The company maintains a local office dedicated solely to meeting the obligations of its contracts with the associations and a separate landscaping contract it has with Cen-West Communities. Continental's customer service department is available daily and is on-call 24 hours a day to address emergency situations.

Each of the 16 associations is a member of the Century of Boca Raton Umbrella Association (COBRUA). COBRUA was organized by the 16 associations as a not-for-profit corporation and uses the power of its numbers to obtain bulk benefits for the individual associations. For example, through a collective process, COBRUA has negotiated very favorable contracts with Comcast, Continental, and American Medical Response (AMR). COBRUA also publishes a community newspaper, the *Reporter*, every month, September through June. The Editor-in-Chief is a resident volunteer. The *Reporter* keeps residents informed of the news and happenings in the Village, including minutes of meetings, notices, schedule of shows, and movies. The paper also features articles submitted by residents on various topics. Our federal, state and local elected representatives write regular columns. With income from advertising, the *Reporter* operates at a profit for COBRUA.

The President of each condo association is a member of the Executive Board of COBRUA. The Executive Board meets the first Monday of the month, September through May. The association President appoints condo residents to be voting delegates to COBRUA. The number of delegates from each association is based on the number of units in the association. The total number of delegates is 77. Delegates meet the second Tuesday of each month, September through May. Delegates meetings are open to all residents.

A standing committee of COBRUA acts as liaison with the West Boca Community Council and maintains an on-going dialogue with all our elected officials. The Village has a seat on the Executive Board of the Council.

The Management & Operations Committee (M&O) was formed by court order in 1994. Its structure and mission were ordered in settlement of litigation between COBRUA and the original developers of the Village. The court order required the formation of a committee to be composed of no more than 7 residents to be elected by the COBRUA Delegates to serve 2-year terms. The 7 members of the M&O meet monthly with the Administrator of the Village.

The court order gave the M&O in-put in the Cen-West and Borec budget preparation and, therefore, a voice in how the monies from the Cen-West coupon will be expended for the benefit of the residents. The committee members work closely and cooperatively with the Administrator to constantly update and modernize the Village. Major projects completed since 1994 include new buses, lighting of the garden apartment roads where no lighting had existed before, a renovated Clubhouse (including lobbies, locker rooms, billiard room, and meeting rooms), a state-of-the-art fitness center, a new lakefront dock, and beautification of both entrance roads with brick walls, lighting, and foliage.

The M&O also works closely with the Entertainment Director who is responsible for bringing Broadway-quality productions to the Village at an affordable ticket price. The goal of the Director is to provide a well-rounded, diversified lineup of shows year-round to please every resident's entertainment palate. During the months of November through March, approximately 55 live stage presentations are brought to the Village, and during the summer months, the stage is set for live entertainment every Saturday night.

Just like life in a small city, Century Village® offers something for every taste and interest. Residents are invited to join the clubs and classes, to participate in all the physical activities, and be entertained by the outstanding talent brought to our stage. Resident involvement is always welcome at association and COBRUA meetings.

The Continental Group, Inc.

Continental is proud to be the management company for the 16 Condominium Associations in Century Village®.

As the management company for the individual associations our responsibility includes:

- Management and Administrative duties
- Obtaining Insurance for Association property
- Maintaining and retaining association records
- Assisting the Board with financials, budgets, maintenance collections and delinquencies.

We supervise rentals and resales of units. Applications can be picked up at our office.

We provide application packages for alterations and/or additions to your unit. **An application package must be completed and submitted to our office prior** to any type of work being done in your unit.

Maintenance and Janitorial duties: Unit owners may call our office to request a work order for flood, water leak, irrigation geyser and catwalk lights out.

In the event of a Fire or other emergencies please CALL 911.

Elevator problems can be called into our office or directly to Palm Beach Elevator at **561 750-1919**

If you are leaving for an extended period of time we will turn your water on and off with proper notice. Someone must be

in the unit at the time of the appointment.

We will change unit door locks if you purchase a lock that is the same model as the current lock. Call for an appointment once you have purchased the lock.

Landscape, Irrigation, Tree trimming, and Exterior Pest Control are the responsibility of Continental along with your association.

We will be happy to work with you to set up an automated ACH program for automatic withdrawal of maintenance payments (the form is included in this package). For those that prefer to write a check, we have a drop off box in the north parking lot of the Clubhouse for coupon payments and one inside the Clubhouse, outside the ID Department.

Any issues involving the buildings and Association property are handled by the Association and Continental Management.

We handle all facets of property management and are anxious to serve you in any way we can.

Our office is located in Fontana Plaza on Lyons Road, directly across from Century Village® at 9045 La Fontana Blvd, Boca Raton, Florida 33434



Office Number **561 826-1684**

Emergency Number (After Hours) **561 997-4047**



The Information Desk

Open daily from 9:00 a.m. - 11:00 p.m.
561 451-1221 • Staff-boca@cenrec.com

- Located in the Clubhouse lobby, the Information Desk is the place to go for information on all the various recreational activities available at Century Village®.
- The two display racks on either side of the desk house a variety of flyers which will help you get acclimated to Village life.
- Located on these racks, you will find schedules for the buses, a cable TV guide, a list of important telephone numbers, flyers relating to Boca area services, schedules of our free exercise classes and brochures of enrichment classes.
- To learn about the wonderful shows being offered and the first-run movies being shown...drop by and pick up a copy of the *Clubhouse Happenings*.
- Need a Mah Jongg set, a rack of billiard balls or a deck of cards while in the Clubhouse? The Information Desk is the place to get them.
- Want to reserve a Meeting Room or the Party Room for that important club or committee meeting or reserve a table for Saturday night dances?... This is the place.
- Don't have a car and want to have dinner out? Call us and we will reserve a seat for you on the free Wednesday night bus that stops at several local area restaurants.
- Like to shop? For only a nominal fee, we have a bus that goes to the Festival Flea Market leaving at 10:00 a.m. every other Thursday. Tickets can be purchased starting at 9:00 a.m. that Thursday morning at the Information Desk.
- Twice a month in season, AMR and/or the West Boca Medical Center will be checking blood pressure at no charge. A schedule of the times and dates can be found on the rack. If you wish to donate blood, we have a blood bank bus that visits the Clubhouse several times per year.
- The Clubhouse is wired for Wi-Fi, so come bring your laptop.
- Copies are available at the Information Desk for 25¢ per page.
- Want to practice but don't have a piano? There are several rooms with pianos that you can reserve to practice your skills.
- Want to have a barbecue? Stop by the desk and reserve a grill.
- During the Holiday season, pick up a schedule of activities for your visiting grandchildren.
- Wednesday afternoons between 2:00 p.m. and 4:00 p.m. you can listen and dance to the sounds of a one-person band in the lobby.
- During Tax season, make an appointment here with an AARP volunteer to help you file your taxes.
- If you have any questions at all, or just need to talk to a friendly face, please don't hesitate to visit the Information Desk; the staff would love to say hello!



The ID Office

Monday - Friday 9:00 a.m. - Noon and 1:00 p.m. - 4:00 p.m.
561 451-1211 • Idoffice.boca@cenrec.com

Welcome to the ID office, possibly your first introduction to Century Village® living.

Our office will make every attempt to meet your concerns and help you to secure the proper photo ID card whether you are an owner, occupant or tenant. For those of you with physical limitations that require assistance or support, we can, with your physician's permission, furnish your aide with the proper ID as well.

Your guests are welcome at Century Village® with the proper ID. You can purchase a guest pass allowing them to participate in many of our clubhouse activities. You may also purchase one day and one week passes at the Information Desk. Car decals are available in the ID office.

If you have any questions regarding ID, please stop in or feel free to call or email us. We have included a list in this package of all the types of IDs offered along with an explanation of the rules and regulations pertaining to them. We know you will find reading this information helpful prior to your arrival at the ID office.

SMILE YOU'RE ON CANDID CAMERA!

Cen-West Accounts Receivable

Monday - Friday 9:00 a.m. - Noon and 1:00 p.m. - 4:00 p.m.
561 451-1215 • arboca@cenrec.com

For your convenience we have a Drop Box in the game room located outside of the ID office. There also is a Mailbox/Drop Box in the Clubhouse parking lot behind the excursion bus parking. These boxes are checked daily for payments.

Replacement filters for your air conditioners and light bulbs for your kitchen and bathrooms are available for purchase in the AR office.

The AR department is available to assist you in setting up an automated ACH program for automatic withdrawal for your Cen-West payments (included in this package) if you wish to have your monthly payments automatically withdrawn from your bank.

We look forward to assisting you.





The Ticket Office

Monday - Friday 10:00 a.m. - Noon and 1:00 p.m. - 4:00 p.m.

561 451-1234 • ticketofficeboca@cenrec.com

The box office opens on show nights 1 hour and 15 minutes prior to show time.

The ticket office is your gateway to a life filled with entertainment. Current movies, live entertainment in the theater, and dance bands in the party room are available year-round.

Tickets are required for entry to all live shows.

Movies are shown in the theater free of charge. Please check the *Clubhouse Happenings* monthly for more information on upcoming movies and showtimes.

An "Advance Season Program" enables owners and annual tenants to purchase tickets by mail for the upcoming season's shows before they go on sale at the ticket office. The brochure is available in mid-July. It covers the entire theater schedule from November thru March.

If you would like to bring a guest to a show during the summer months (April - October), a guest pass is not necessary; the ticket office will simply stamp the back of your ticket which will allow your guest entry into the Clubhouse.

If you would like to bring a guest to a show during season (November - March), a guest pass must be purchased the night of the show. A resident must be present and the guest must show a State or Federal picture ID.

Residents with an ID that has an SP on it are allowed to bring in one guest without having to purchase a pass.

Devices for the hearing impaired are available at the Information Desk for movies and shows with your ID card.

A few simple rules assure no one is distracted during a performance:

Anyone arriving 10 minutes after a show has begun will be seated by an usher. If your assigned ticket seat has been filled by someone else, the usher will seat you in any available seat. **NO EXCEPTIONS!**

Wheelchair spaces are for wheelchairs only.

Photography, audio and/or videotaping is strictly prohibited.

Please silence all cell phones.

No food or drinks are allowed in the theater.

Please wait to exit the theater until all performers have left the stage.

Saturday Evening Summer show tickets (April – October) may be purchased from 10:00 a.m. – 4:00 p.m. at the Information Desk.

Please check our website www.centuryvillagetheater.com often and join our Facebook page as well.



The Class Office

Monday - Friday 10:00 a.m. - Noon and 1:00 p.m. - 4:00 p.m.

561 451-1230 • classofficeboca@cenrec.com



We offer a well-diversified array of classes.

Classes are open to residents only during the months of November through April. May through October guests can register with a resident for classes; however, a guest pass must be purchased, per class, for admission to the clubhouse during the class hours.

The Class Brochure & Registration form listing all classes, instructors, dates, times and fees can be picked up at the Information Desk or at the Class Office. Class fees vary.

The first week of registration is Drop Box registration. The second week is for Drop Box receipt pick-up, and late, in person registration. For Drop Box registration, fill out the form in the brochure, attach your check for the amount of the classes you are registering for, and pick-up your receipts the following week for admission to your classes. Always remember to bring CV ID cards with you when you pick up receipts.

There are a few classes which have class size limitations. You will need to register in person by appointment. The Drop Box is not available for these classes. These classes are indicated at the bottom of the registration form.

Drop Box registration is preferred; however, if you miss that week you can always register during the second week of registration if the class is still available.

If you would like to register for a class after the class session has started, you can do so in the Class Office. We do not prorate for missed classes.

If you need to cancel a class you have registered for, it must be done before the class starts, in order to receive a refund. If a class is cancelled due to lack of participants, you are entitled to a refund which must be requested within 30 days of the cancellation of the class. Please pick-up your refund within 60 days.

When you attend class the first session, make sure to bring your receipt for admission to class. You must have a receipt, or you will not be allowed into class. No exceptions!

We are always looking for new class ideas and new instructors. If you are an instructor interested in teaching, or know of an instructor interested in teaching at the Village, please contact the Class Office.

Athletic Department

Monday - Friday 8:00 a.m. - 8:00 p.m. and Saturday and Sunday 8:00 a.m. - 2:00 p.m.

Gym phone number • 561 482-3630 • athleticsboca@cenrec.com

Welcome to the Century Village® Boca Athletic Department. Our mission is to provide you with exercise instruction to improve health and well-being. Our programs are structured through exercise physiology and strength and conditioning principles. We offer the gym, pool, exercise and health education classes. We aim to help you feel stronger, be more balanced, have more flexibility, breathe easier, and feel more energized! The class schedule can be picked up at the Information Desk in the Clubhouse. We offer a range of classes: Chair Exercise - Chair Yoga - Strength Training - Aerobics - Pilates - Yoga Balance - Water Aerobics and Line Dancing. The Athletic Department is here to answer any questions you may have. We want to accompany you on your way to wellness!



Village Recreational Facilities

Indoor Facilities

Please inquire at the Information Desk for a current Schedule of Classes, Club Meetings, Organized Aerobic and Aquatic Activities, Theater and Movie Listings and all other events.

Billiard Room

Six (6) Pool Tables and One (1) Billiard Table.

Party Room

Capacity is 900. This room has a stage, piano and dance floor. The Party Room is the only area where food and beverages are allowed in the Clubhouse. Dances are held every Saturday evening.

Card Rooms

There are four (4) separate card rooms, each with varying capacities.

Library

There are books and magazines for everyone to borrow.

Art Room

Everything an artist needs to be creative: Easels, sinks, long tables and cabinets.

Music Room

A beautiful piano awaits you – feel free to make reservations and practice your skills.

Theater

Capacity 1,252. First run movies and live shows are scheduled year round. When available, the first showing of each movie is presented with closed captioning.

Game Room

There are five (5) Ping Pong tables. Equipment is available with your ID card. Your grandchildren are welcome to play when accompanied by an adult.

Exercise Room

Floor to ceiling mirrors and a balance bar enhance your exercise experience.

Gym

Fully equipped to meet your workout needs.

Ceramic Studio

There are long tables, sinks and kilns, along with every mold imaginable. The studio is located in Congregation Torah Ohr.

Indoor Pool

Dedicated lanes for lap swimmers.

Meeting Rooms

There are eight (8) rooms with varying capacities, tables and blackboards. Audio and visual equipment available.

Outdoor Facilities

The outdoor pool has dedicated lanes for lap swimmers. There are shuffleboard courts, a bocce court and a putting green.

There are sixteen (16) satellite pools heated in the winter months as well as twelve (12) tennis courts located throughout the Village; both the pools and the tennis courts are open from dawn to dusk.

In addition, there is also a beautiful barbecue area with a tiki hut.

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