

**SILVERLAKES HOMEOWNERS ASSOCIATION, INC.**  
c/o Alliant Association Management  
13831 Vector Avenue  
Fort Myers, FL 33907  
Office: 239-454-1101 \*\* Fax: 239-454-1147

**Board of Directors Minutes**  
**September 18, 2019 – 6:00 pm**  
**Silverlakes Community Clubhouse**

**1. Establish Quorum/Call to Order:** The meeting was called to order at 6:00 pm with President, Lauren Siegel; Treasurer, Markus Albrecht; Secretary, James Wisniewski and Director, Claude Marku in attendance. Scarlet Milano, CAM, was also present representing Alliant Association Management. Vice President, PJ Stratton was absent.

**2. Proof of Notice:** Notice was posted more than 48 hours in advance as required by Florida Statute at the Silverlakes Community Clubhouse and the Community exit gates.

**3. Pledge of Allegiance:** The Pledge of Allegiance was recited.

**4. Vendor Presentation:** A Representative from Comcast spoke to the Board and the membership regarding a Retail Service Agreement. The agreement would be useful in the event of a catastrophic incident as it would facilitate the prompt repair of Comcast's infrastructure. Comcast is not obligated to repair its infrastructure quickly without the agreement in place. The agreement is at no cost to the association and there may be an optional signing bonus for the HOA. The agreement does contain a component that would require the HOA to allow exclusive marketing rights to Comcast. Jim Wisniewski requested a copy of the contract prior to making any decisions.

**5. Approval of the Minutes:**

**a. August 21, 2019 Board of Director's Meeting Minutes**

**Motion:** A motion was made by Jim Wisniewski to approve the August 21, 2019 Board of Director's meeting minutes. Seconded by Claude Marku. **All in favor - Motion Passed**

**6. Old Business**

**a. Treasurer's Report:** The report was provided by Markus Albrecht.

Aged Owner Balances Total: **\$20,230**

Cash – Operating: **\$216,398**

Cash – Reserves: **\$571,042**

Total Cash: **\$787,440**

Available Free Cash: **\$148,600**

Expenses under budget: **\$5,981**

At the end of August there were eighteen (18) delinquent owners. In June there were twelve (12) and in July there were twenty-two (22). The outstanding balance is \$20,230 which is slightly lower than the balance in July of \$20,600. There are two (2) homeowners that have payment plans, and both are current with their arranged payments. The property that was in bankruptcy has sold and the Association has collected the entire amount due.

The Association has \$216,398 in their operating account; \$148,600 is available free cash which is above the targeted amount. The overall expenditures are \$5,981 below budget.

## **b. Committee Reports**

- i. Architectural Control** – The committee received a total of six (6) requests: three (3) for roof replacement, one (1) for gutter replacement, and one (1) for paver installation. Those requests were approved. The final request was for fence installation. It was denied because the lot was believed to border one of the community's ponds. The homeowner has asked that the committee reconsider their decision to deny the application. The following reasons were discussed: the pond in question is not within the Association's property, there is a lot belonging to the Silverlakes HOA between the pond and the homeowner's property line, and the home has never been listed as waterfront. The Committee Chair asked that the homeowner's application be put back into the drop box for consideration at the October meeting.
- ii. Communications** – Jim Wisniewski is collaborating with the Communications Committee on revisions to the Director's Manual. A letter for new homeowners is also being prepared.
- iii. Clubhouse Social** – John Amaral reported that the Italian dinner will be held on Saturday, September 21<sup>st</sup> at 6:30, tickets are \$10. Bingo will be held on Saturday, September 28<sup>th</sup>. The committee is considering a costume party and an autumn garage sale.
- iv. Finance** – John Amaral questioned why the contingency line item is missing from the 2020 draft budget. Markus Albrecht explained that the contingency and clubhouse maintenance lines have been combined.
- v. Fine Appeal** – Richard Macchia reported that the committee considered and waived one (1) fine. Jim Wisniewski commented that in the future that the standard fishing permission letter be used as it contains specifics with regards to the permission being granted and a liability notice.
- vi. Exercise** – The treadmill has been repaired.
- vii. Vendor Oversight** – The committee will begin researching costs to make minor renovations to the clubhouse restrooms.

**c. Legal Issues** – No report.

**d. Rental tracking** – Jim Wisniewski reported there are twenty-three (23) rentals.

**e. Association Manager's Report** – The CAM read her report.

## **f. Homeowner's Forum:**

- 1) A homeowner asked for details on the upcoming special assessment for the villa owners. The Board has not yet had a meeting to discuss the details of the special assessment, however they estimate that the assessment will be approximately \$6,000. They anticipate the assessment will be due the final quarter of 2020. Upon the completion of all roof replacements, the Board anticipates the villa assessments will decrease.
- 2) A homeowner commented on the destructive nature of fireworks in the HOA and reported that residents are not obeying the posted speed limit. The HOA had temporary speed bumps previously. The membership requested their removal. First Responders also prefer the roadways are kept clear. The Board will ask the opinion of the members on their annual meeting proxy.
- 3) A homeowner reported a vehicle that has been abusing the clubhouse parking regulations by printing and altering weekend parking passes in order to park at the clubhouse during the weekdays. A violation will be issued, and Statewide Security will be instructed to ticket the vehicle.

## **7. New Business**

**a) Director's Manual Update-** Already discussed.

**b) Parking Enforcement Instructions-** Lauren Siegel will discuss the procedures with Statewide Security.

**c) 2020 Budget-** An initial draft of the budget has been prepared. The Board will continue to discuss and revise the budget as needed.

**d) Alliant Management Contract 2020-2023-** Jonathan Busa, Alliant's VP of Business Development, has advised a new contract is not necessary. Jim Wisniewski has requested a contract that does not include any extra fee items or an auto-renewal clause.

**e) 2018 Audit-** The audit has been completed. The auditor issued an unqualified opinion that the financial statements as a whole, fairly present the financial position of the Association in accordance with U.S. Generally Accepted Accounting Standards. Jim Wisniewski requested the audit go out to bid next year due to the length of time the Board waited for the finished audit.

**f) Pool Furniture-** Claude Marku toured the factory of Suncoast Furniture. He proposed the Board approve an estimate for sixteen (16) dining chairs, sixteen (16) lounge chairs, four (4) dining tables, and four (4) cocktail tables. The chairs will be thick mesh to allow for airflow and reduce heat retention and mold growth. The HOA can sell the current furniture once the new furniture is delivered. The suggested price would be \$20 per lounge chair or four (4) for \$60.

**Motion:** A motion was made by Markus Albrecht to approve the proposal for sixteen (16) dining and lounge chairs and four (4) dining and cocktail tables at a cost not to exceed \$9,000. Seconded by Lauren Siegel. **All in favor - Motion Passed**

**g) Dog Attack-** The homeowner who suffered injuries due to the animal attack is healing well. A letter informing both the tenant and the owner of the property that the animal will need to be removed in the event that the dog attacks another has been sent.

**h) Community Pressure Washing-** Already discussed during the Management Report.

**i) Unit 153-** The homeowners have applied for a permit to rebuild their pool cage. The unit is currently with the Association's Attorney.

**j) Pool and Waterfall Maintenance-** Dean Genter has procured an estimate to maintain the waterfalls at Silverlakes from one of his colleagues. He does not want to stop servicing the pool. Alliant will get additional bids to maintain both the pool and the waterfalls from other vendors.

**k) Timber Creek-Blasting Request-** A new residential community is being built behind Magnolia Lakes, Cypress Cay and Bristol Parc.

The Developer is requesting the county allow them to blast the ground where the ponds are planned in lieu of excavating. The county did not notify Silverlakes residents as they are located on the other side of Griffin and the county does not anticipate Silverlakes will be affected by the dynamite. The county will hold a public hearing so Gateway residents can express their concerns at a date to be determined.

**l) Other Business-Comcast Presentation-** Already discussed during the vendor's presentation.

## **8. Meetings:**

a. Next BOD Meeting – Wednesday, October 16, 2019

### **Adjournment:**

**Motion:** A motion was made by Lauren Siegel to adjourn meeting at 8:03 pm. Seconded by Claude Marku. **All in favor – Motion Passed**

**Meeting adjourned at 8:03 pm.**

