

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
November 14, 2018 – 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; Vice President, PJ Stratton; Treasurer, Markus Albrecht; Secretary, James Wisniewski and Director, Claude Marku in attendance. Scarlet Milano, CAM, and Carol Marietta from Alliant's Accounting Department were also present.

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. Approval of the Minutes:

a. October 17, 2018 Board of Director Meeting Minutes

Motion: A motion was made by Lauren Siegel to approve the October 17, 2018 Board of Director's meeting minutes. Seconded by Jim Wisniewski. **All in favor - Motion Passed**

b. October 29, 2018 Board of Director Meeting Minutes

Motion: A motion was made by Lauren Siegel to approve the October 29, 2018 Board of Director's meeting minutes. Seconded by Jim Wisniewski. **All in favor - Motion Passed**

5. Old Business

a. Treasurer's Report: Markus Albrecht

Aged Owner Balances Total: **\$22,086**

Cash – Operating: **\$224,154**

Cash – Reserves: **\$691,940**

Total Cash: **\$916,094**

Available Free Cash: **\$115,500**

Expenses over budget: **\$5,164**

There are forty-one (41) owners that are past due totaling \$22,086. In August there were thirty-four (34), totaling \$71,800 and in September there were thirty-one (31), totaling \$66,600. The Association was able to eliminate approximately \$44,500 from the delinquent accounts through collection efforts and the community's bad debt allowance. The property that formerly held the highest outstanding balance has been sold in a foreclosure proceeding. As a result, the Association collected a partial payment on the delinquent balance and the remaining balance was written off against the allowance for doubtful accounts. The property, which remained vacant and in arrears for ten (10) years, will once again contribute to the Association's accounts. There are fifteen (15) owners that have not paid their quarter four assessments, which is slightly higher than usual.

The Association currently has cash of \$224,154 in their operating accounts and \$691,940 in their reserves. The available free cash has increased to \$115,500 and meets the Board's targeted amount. At the end of October, the Association is over budget \$5,164 due to unexpected landscape and irrigation repair expenditures. However, the overage is partially offset by lower interest costs.

Motion: A motion was made by PJ Stratton to accept the Treasurer's Report as submitted. Seconded by Claude Marku. **All in favor – Motion Passed**

- i. 2019 Budget** – Treasurer, Markus Albrecht discussed the preparation of the 2019 budget which began in August. The Board had to adjust the initial draft due to the \$25,000 parking lot paver project and the unexpected pool filter system replacement. The current filtering system is antiquated, and parts are no longer available. The anticipated cost is approximately \$16,000. The Board decided to increase the 2019 reserve contributions to cover the expenses since the quarterly assessments will decrease with the conclusion of the clubhouse mortgage payment. The 2019 assessments for the single-family homes will be \$251 and the villas will be \$1,338.

Motion: A motion was made by Markus Albrecht to approve the 2019 as submitted. Seconded by Lauren Siegel. **All in favor – Motion Passed**

b. Committee Reports

- i. Architectural Control** – No report.
- ii. Communications** – The second reception for new homeowners was not well attended.
- iii. Clubhouse Social** – The Social Committee reported that the Harvest Dinner will be Saturday, December 17, 2018. On Saturday the 24th the committee will meet to make handmade cards with supplies donated by Silverlakes' resident Bonnie Davis and bingo will follow later that evening.
- iv. Finance** – No report.
- v. Fine Appeal** – No report.
- vi. Exercise** – No report. Lauren Siegel advised there is a broken treadmill. Commercial Fitness has been asked to provide an estimate for the repair.
- vii. Vendor Oversight** – No report. Lauren Siegel will contact the VOC Chair for assistance with the pool filter and villa roofing projects.

c. Legal Issues – No report.

d. Rental tracking – There are a total of twenty-three (23) rentals. The number of leases appears to be going down. The CAM will ask Alliant's Rental Department if the renewal letters have been sent.

e. Delinquent Account Protocols- Jim Wisniewski discussed the Association's current protocols and prepared a draft Late Notice for future use. The proposed letter will follow protocols used by other Gateway communities and is more applicable to the current economic environment for the area. The Late Notice will precede the forty-five (45) Day Lien Letter and will allow homeowners the opportunity to submit payment by month's end before accruing late fees. Jim will notify Colin Jenkins at Alliant about the change in policy.

Motion: A motion was made by Lauren Siegel to accept the Late Notice and policy change as submitted. Seconded by Jim Wisniewski. **All in favor – Motion Passed**

e. Association Manager's Report – The CAM read her report. Markus Albrecht asked the CAM to contact Ramiro Rodger's Landscaping to schedule the final trim of the wall prior to the holidays.

f. Homeowner's Forum:

- 1) A homeowner commented on the street's gutters. She asked if the Board would consider having them cleaned even though they are the owner's responsibility. The CAM will reach out to the street sweeper to see if he can also clean the gutters.
- 2) A homeowner asked if the Board had a status update regarding Gateway Services' lake embankment project. Jim Wisniewski has reached out to Ed Tinkle, CDD Board Member, but has yet to receive a response.
- 3) Lauren Siegel will arrange to adjust the timers on the fountain lights to reflect the seasonal time change.

6. New Business

a) Pool Filter System –

Motion: A motion was made by Markus Albrecht to approve Dean Genter's proposal minus the \$5,600 cost for the filter covers. Seconded by PJ Stratton. **All in favor – Motion Passed**

7. Meetings:

- a. Next BOD Meeting – Wednesday, January 16, 2019

Adjournment:

Motion: A motion was made by PJ Stratton to adjourn meeting at 6:52 pm. Seconded by Claude Marku. **All in favor – Motion Passed**

Meeting adjourned at 6:52 pm.