

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

Board of Directors Minutes
February 20, 2019 – 6:00 pm
Silverlakes Community Clubhouse

- 1. Establish Quorum/Call to Order:** The meeting was called to order at 6:01 pm with President, Lauren Siegel; Vice President, PJ Stratton; Treasurer, Markus Albrecht; Secretary, James Wisniewski and Director, Claude Marku in attendance. Scarlet Milano, CAM, was also present representing Alliant Association Management.
- 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. January 16, 2019 Board of Director Meeting Minutes**

Motion: A motion was made by Lauren Siegel to approve the January 16, 2019 Board of Director's meeting minutes. Seconded by Markus Albrecht. **All in favor - Motion Passed**

b. February 1, 2019 Board of Director Villa Meeting Minutes

Motion: A motion was made by Lauren Siegel to approve the February 1, 2019 Board of Director's Villa meeting minutes. Seconded by Markus Albrecht. **All in favor - Motion Passed**

5. Old Business

- a. Treasurer's Report:** Markus Albrecht
 - Aged Owner Balances Total: **\$18,315**
 - Cash – Operating: **\$215,270**
 - Cash – Reserves: **\$719,866**
 - Total Cash: **\$935,136**
 - Available Free Cash: **\$115,000**
 - Expenses over budget: **\$486**

There are twenty-two (22) owners that are past due totaling \$18,315. In November there were thirty-one (31), totaling \$19,500 and in December there were twenty-three (23), totaling \$18,700. The past due total of \$18,315 includes approximately \$2,000 from the sale of unit 161 which is presently being held in escrow. The remaining material accounts are being processed by the association's law firm, Goede, Adamczyk, DeBoest, and Cross.

The Association currently has \$215,270 in their operating accounts and \$719,866 in their reserves. The villa operating account balance is \$3,894. The HOA will be reimbursed from the villa operating account for overages in the villa's landscaping costs. The available free cash is \$115,000 which is slightly over the Board's target

amount. At the end of January, the Association is over budget \$486. This overage is mostly utility related and may be related to a malfunctioning pool heater.

The payment for the pool heater and the down payments for the pool filter project, and the villa roof project were also made in January from the reserves.

Jim Wisniewski reported that he has been working with Attorney, Richard DeBoest's office on the five (5) delinquent accounts. Alliant was instructed to prepare a check request for payment to the Attorney's office to proceed with the foreclosure of unit 162. The options available to the Association regarding unit 153 were discussed. The mortgage on unit 153 appears have been financed 100% by the mortgage lender during the sale of the property. Lee county records indicate the mortgage is equal to the purchase price. The Association could foreclose and evict the occupants and rent the unit until the bank forecloses on the property or the Association could make another attempt at a payment plan. Jim Wisniewski will draft a letter to present to the owners which will include the correct outstanding balance minus the fees added by the Association's former collection agency, Alliance CAS, but will consult with Richard DeBoest's office before doing so. Unit 111 has shown interest in a seven-month payment plan. Jim Wisniewski is working on some minor adjustments to the proposed stipulation and payment plan.

Motion: A motion was made by Jim Wisniewski to accept the payment plan with the stipulation presented by Attorney DeBoest for unit 111. Seconded by Markus Albrecht. **All in favor – Motion Passed**

Unit 312, which has the highest outstanding balance, was discussed. The owners are also interested in a payment plan and Attorney DeBoest's office has been communicating with the owners for a resolution. The Board will table the discussion until they gather more information from their Attorney.

Motion: A motion was made by Lauren Siegel to accept the Treasurer's Report. Seconded by Jim Wisniewski. **All in favor – Motion Passed**

b. Committee Reports

- i. Architectural Control** – The committee received a total of eleven (11) requests. There were five (5) applications for roof replacements; all were approved. There were four (4) requests for exterior paint; one (1) application was denied because the colors were not approved for use in Silverlakes and were not close to any approved color. There was also one (1) application for landscape modifications and one (1) for a screen enclosure; both were approved.
- ii. Communications** – Lauren Siegel was asked to provide his contribution to the community's newsletter.
- iii. Clubhouse Social** – Ana Amaral reported on the events scheduled thus far in Silverlakes. The committee has hosted two (2) breakfasts, a Chinese dinner, a free lunch at the Mortgage Burning Party, and bingo. The tentative schedule of events for 2019 was also presented to the Board. The community garage sale and bingo nights are scheduled for Saturday February 23, 2019. In March, the committee will organize a Saint Patrick's Day dinner, bingo, an ice cream social, and an additional breakfast. Lauren Siegel offered to compile a list of children in the community so events can be tailored to encourage their participation. Ana also reported on an offer for a free gas grill. Margaret Evans offered to store the grill in her garage until the pool filter project is complete at which time, the grill can be relocated to the equipment enclosure area. Richard Macchia will store the propane.

Motion: A motion was made by Markus Albrecht to accept the gift of the gas grill. Seconded by Lauren Siegel. **All in favor – Motion Passed**

iv. Finance – Markus Albrecht has addressed all errors found in the financials.

v. Fine Appeal – Richard Macchia reported that one (1) homeowner met with the committee. They agreed no fine would be levied as the issue has been resolved. Lauren Siegel reported that he has instructed Alliant to include a compliance form with each violation notice sent from their office. Lauren Siegel also relayed a complaint from a homeowner that received a second notice of violation. The homeowner believes the first notice, which is currently referred to as a “Compliance Notice” does not indicate that it is the first notice of violation and will be followed by a second notice of violation if not corrected. Jim Wisniewski will edit the letter so that it is clear that it is a first compliance notice of a violation and will be followed by a second notice if not addressed.

vi. Exercise – The new treadmill was delivered and installed.

vii. Vendor Oversight – The committee reported that they do not yet have a time frame for the villa roof project as the roof tiles have not yet been delivered. The committee recommended the purchase of nine (9) bronze-colored, cast aluminum lights to replace the discontinued and broken lights located on the exterior of the clubhouse near the pool. The fixtures will be smaller and will use LED lightbulbs. The committee can purchase the fixtures with a fifteen percent (15%) discount. The total cost for the fixtures and the LED lightbulbs will not exceed \$1,000.

Motion: A motion was made by Markus Albrecht to approve the purchase of the exterior light fixtures not to exceed \$1,000 in total to be purchased using Reserve funds. Seconded by Lauren Siegel. **All in favor – Motion Passed**

The committee also recommended the replacement of the malfunctioning call box screen. The Board discussed the two (2) options for replacement that they received. The first option is to replace the entire piece of equipment for \$9,672. The second option is to replace the screen only at a cost of approximately \$1,500. The second option does not include any warranty as the current equipment is no longer manufactured and parts are not readily available.

Motion: A motion was made by Markus Albrecht to replace the screen for \$1,500 plus installation if applicable. In the event the screen does not work at installation, the Association will not issue payment. Seconded by Claude Marku. **All in favor – Motion Passed**

The pool filter replacement project will begin on Monday, February 25, 2019 and is expected to take two (2) weeks in addition to the time it will take to perform all the necessary inspections after the installation is completed. A notice will be placed on the bulletin board to announce the closure.

The irrigation issue at the clubhouse has been resolved. Markus Albrecht recommended the VOC examine the irrigation system as repairs seem to be needed more frequently and replacement may be imminent.

The VOC would like a Representative from FPL to attend the next Board meeting to discuss the LED conversion and provide clarification to their quotation.

The committee recommended the Association replace trees that are removed. Lauren Siegel suggested planting Foxtails to replace some of the palms that have been removed due to disease. The Board would

like to know how many queen palms have been removed. Alliant will ask Rodger's Landscaping for a total count.

The VOC suggested the Board consider assuming the expense to pressure wash all street gutters in the community despite it being the homeowner's responsibility. The VOC obtained a proposal for \$1,900 to clean 4.5 miles of roadway within Silverlakes that they asked the Board to consider. Jim Wisniewski suggested seeking legal advice on the topic since the gutters are common area property for which the Association is responsible for repair and replacement and requiring homeowners to maintain the gutters may not be enforceable and in addition, could result in liability to the Association in the event of an accident. Markus Albrecht suggested provisions be made to include the expense in the 2020 budget. The Board will consult with Attorney, Richard DeBoest prior to drafting the 2020 budget.

The VOC will purchase reflective tape to place on the curb at the entrance island for \$50 to heighten visibility during evening hours. They placed light bulb extenders in all the light sockets increasing the overall brightness in the clubhouse. Dan Dobson reported the owner's manual for the new treadmill has been stored in the men's room storage locker. The committee has asked Randy from Aquatic Pools to remove the old paint cans and clean the fence surrounding the pool equipment. There are two (2) new members of the VOC Committee, Joel Connors and Jim Wilmering.

c. Legal Issues – All legal issues were already discussed.

d. Rental tracking – There are a total of twenty-one (21) rentals. Colin Jenkins has sent all applicable letters to homeowners with impending expiring leases. A homeowner reported that one of her new neighbors may intend to rent their residence on a monthly basis.

e. Association Manager's Report – The CAM read her report. The Raken Management report will be updated to reflect the correct address of the community.

f. Homeowner's Forum:

1) A villa owner expressed three (3) concerns: he requested BP Roofing's Certificate of Insurance and Business License, he would like to know if inspections are performed by the county as the roofs are replaced, and he asked to see the color of the tiles. Markus Albrecht answered the concerns. The Certificate of Insurance and Business License are on file. The county performs inspections that are coordinated with the roofing company directly. They will not sign off on the finished job until the inspection is complete. Dan Dobson provided a sample of the tile that will be placed on the villa roofs. The homeowner asked how the Board decided on the color of the tile and why they did not share the color choice with the villa owners. The Board selected tiles that are as close as possible to the existing tiles. The Board shared the colors with all villa owners at two (2) separate, duly noticed meetings that were attended by all fourteen (14) villa owners with no objections at either meeting; color copies of the roof tiles are available to all villa owners upon request.

6. New Business

a) Pool Filter System –

b) Pool Heater Replacement-

c) Street Gutter Pressure Washing-

d) Pool Furniture Pressure Washing-

Motion: A motion was made by Lauren Siegel to approve the proposals for the pool filter system, the pool heater replacement, the street gutter pressure washing, and the pool furniture pressure washing. Seconded by PJ Stratton. **All in favor – Motion Passed**

e) LED Light Conversion- This has already been discussed.

f) Maingate Directory- This has already been discussed.

7. Meetings:

a. Next BOD Meeting – Wednesday, April 17, 2019

Adjournment:

Motion: A motion was made by PJ Stratton to adjourn meeting at 8:22 pm. Seconded by Claude Marku. **All in favor – Motion Passed**

Meeting adjourned at 8:22 pm.