

SILVERLAKES-GATEWAY HOA

**c/o Compass Rose Management
1010 NE 9th Street
Cape Coral, FL 33909
239-309-0622**

**Board of Directors Minutes
August 18, 2021 – 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, Rick Anderson; Treasurer, Markus Albrecht; Secretary, James Wisniewski and Director, Claude Marku in attendance. Scarlet Milano, CAM, was also present representing Compass Rose 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. May 19, 2021 Board of Director's Meeting Minutes

Motion: A motion was made by Jim Wisniewski to approve the May 19, 2021 Board of Director's Meeting minutes. Seconded by Rick Anderson. **All in favor - Motion Passed.**

b. June 25, 2021 Board of Director's Meeting Minutes

Motion: A motion was made by Jim Wisniewski to approve the June 25, 2021 Board of Director's Meeting minutes. Seconded by Rick Anderson. **All in favor - Motion Passed.**

5. Old Business

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

Aged Owner Balances Total: **\$20,278**

Cash – Operating: **\$246,327**

Cash – Reserves: **\$673,140**

Total Cash: **\$919,467**

Expenses under budget: **\$15,591**

At the end of July there were forty-eight (48) delinquent owners. In June there were twenty-seven (27) delinquent owners. In May there were twenty-eight (28) delinquent owners. The outstanding balance is \$20,278. Twenty-nine (29) owners have not yet paid their Q3 assessments. Two (2) accounts are in collection. One (1) has a payment plan and the other is in bankruptcy court. For the bankruptcy case, \$6,071 remains in post-petition debt while \$13,739 has been written off against the HOA's bad debt account.

Motion: A motion was made by Lauren Siegel to approve the Treasurer's Report as submitted. Seconded by Rick Anderson. **All in favor - Motion Passed.**

b. Committee Reports

- i. Architectural Control** – The committee reviewed two (2) applications in August. Both applications were approved. One (1) request was for roof replacement. The other request was for paver installation on the driveway, walkway, and entryway.
- ii. Communications** – Submissions for the monthly newsletter are due to the committee by Monday, August 23, 2021
- iii. Clubhouse Social** – Bingo will be held on August 28th. The next Book Club Meeting is September 13th.
- iv. Finance** – The committee asked the Board if the HOA could negotiate directly with the bank regarding the bankruptcy estate to avoid legal fees. The bank has not been directly involved in the matter. The HOA intended to foreclose for unpaid HOA assessments, collection costs, late fees, interest, and fines. The day before the scheduled foreclosure sale, the homeowners filed Chapter 7 bankruptcy. The HOA then had to deal with bankruptcy court due to the Chapter 7 filing. A bankruptcy estate trustee intends to sell the property and acquired deed to the property on August 16, 2021. The association could potentially recoup some of the money owed to the HOA.
- v. Fine Appeal** – The committee received one (1) waiver requests. It was not granted.
- vi. Exercise** – No report.
- vii. Vendor Oversight** – Ramiro Rodgers offered a verbal estimate to replace sod in the community. The Board did not accept the verbal estimate. The VOC will reach out to Ramiro for a written and formal estimate. They will also seek bids for the monthly landscape contract to determine if the association would benefit from a different vendor. Ritchie Grethey will visit the homes in the community that are experiencing drainage issues to determine if cutting a portion of the swale would be a viable option. Bernie Pacquin met with the Service Experts technician during his last inspection of the air conditioning system. The contract with Service Experts is for preventative maintenance twice a year.

c. Legal Issues – Deactivation of Proxy Cards

Motion: A motion was made by Markus Albrecht to deactivate the proxy cards of the delinquent accounts 18260, 18841, 18381, 18421, 18443, 18450 and to notify the homeowners of the deactivation by letter. Seconded by Lauren Siegel. **All in favor - Motion Passed.**

A homeowner has reached out to the management company and asked if the Board will grant a waiver of late fees and interest assessed for a late Q3 payment. The homeowner initially visited the clubhouse to deliver a check for the HOA assessments, however the check was made payable to Compass Rose Management, not Silverlakes Gateway so the check could not be processed. The check, if written correctly, would have been received on time. The CAM reached out to the homeowner and advised her of the error upon discovery of the error. The homeowner placed a replacement check in the drop box at the clubhouse and the CAM received the replacement today. The Board would like to know why the homeowner waited so long to deliver the replacement. It appears the homeowner tried to issue a replacement check electronically using her bank's bill pay feature but the reason this was not successful is unknown.

Motion: A motion was made by Markus Albrecht to deny the late fee and interest waiver request. No second. **Motion Failed.**

Motion: A motion was made by Jim Wisniewski to get more information from the homeowner and the bank regarding the online attempt to make the payment. Seconded by Lauren Siegel. Jim Wisniewski, Lauren Siegel, Rick Anderson, and Claude Marku in favor. Markus Albrecht is opposed. **Motion Passed.**

d. Rental tracking – Jim Wisniewski advised there were twenty-six (26) rentals in Silverlakes.

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

f. Homeowner’s Forum:

- 1) A homeowner asked why the gate is broken. The gate box was struck by lightning. Securitech 1 is waiting on a part to repair the board. According to the vendor, COVID 19 has affected their ability to get parts. The homeowner suggested all homeowners receive a temporary RFID to access the community until the gates are repaired so the gates are not left open.
- 2) A homeowner suggested we open both gates to limit wear and tear on the egress side since the ingress side has been open.
- 3) A homeowner suggested that the association ask vendors what their intention is regarding 2022 rate increases. The HOA should let the vendor know that they may need to bid the contract out if the rate increase does not fit the proposed budget.
- 4) A homeowner wanted to discuss the large black charter van that is always parked in the clubhouse parking lot. CRM will notify Statewide Security that the van’s owner is likely printing temporary passes themselves and replacing them daily which is in violation of the parking procedures.

6. New Business

a) Pool Cabana- The job specifications appear to be different on the various estimates. The VOC will get additional bids. The CAM will ask Coastal Canvas to revisit their bid and to eliminate the replacement of the aluminum frame from their bid. The frame does not need to be replaced. The HOA only intends to replace the canvas covering.

b) Insurance Provider- Chapman Insurance is working on getting bids for the HOA’s insurance which is due to renew in January 2022.

c) Insurance Appraisal- The Board will discuss the appraisal after the bid is provided by Chapman Insurance. An appraisal may be wise due to the increased cost of building materials due to COVID 19.

d) Speeding- The security company could reportedly ticket speeders at the association’s request. In the past the association considered speed humps. This was not well received by the membership. The association could hire the Lee County Sheriff’s office to ticket but would need to install additional speed limit signs. There are currently only two (2) speed limit signs in the community, both by the community entrance. Lauren Siegel will contact Statewide Security and request that they visit the community from 4:30-7:00 pm for two (2) days to gather information about speeding. Currently there is no information on how many vehicles are speeding or if the alleged speed offenders are residents, vendors, or guests. The association cannot enforce penalties on non-residents. The Board can discuss reasonable options after they have more data from the security company.

e) Weed Removal in Common Area Ponds- The Board can ask Gateway Services CDD to remove the weeds on the pond banks abutting common area property. Jim Wisniewski will draft a letter on behalf of the association.

7. Next BOD Meeting –Wednesday, September 15, 2021.

Adjournment: With no further business to discuss, the meeting adjourned at 7:40 pm.