

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

TO: ALL ASSOCIATION MEMBERS:
Re: 2nd NOTICE OF ANNUAL MEETING AND ELECTION TO THE BOARD OF DIRECTORS

Notice is hereby given in accordance with the Bylaws of the association and the Florida Homeowner's Act that the Annual Meeting of the Membership and Board of Directors Election will be on the following date, place, and time:

Date: March 27, 2024

Time: 6:00 p.m.

Place: Silverlakes Clubhouse, 13035 Lakehurst Court, Fort Myers, Florida

The following is included in this packet:

- Agenda
- Cover Letter and Proposed Amendments to the Declaration
- 2024 Proxy w/Proxy return envelope
- 2024 Ballot w/plain Ballot inner envelope and return envelope
- Candidate Information Sheets
- Proxy Instructions
- 2023 Unapproved Annual Meeting Minutes
- President's Report
- Treasurer's Report

Seat five (5) on the Board of Directors is scheduled for election in 2024. To date, we have received **two (2)** applicants desiring to be candidates for the Board of Directors, Claude Marku and Nicholas York. Since the number of candidates exceeds the number of openings, an election will be held at this meeting. You will use the enclosed ballot to vote for the Board of Directors only.

Whether you plan to attend the annual meeting or not, **please complete and return the enclosed proxy so that a quorum may be established.** A return envelope is provided for that purpose. You will use the enclosed proxy to vote on the questions regarding the reserves and the proposed amendments to the Declaration only.

There are three separate items to vote on at the Annual Membership Meeting. The process for each is different under Florida Statutes. Please follow the instructions carefully to ensure your votes are counted.

Should a quorum of the Membership be in attendance, either in person or by proxy, the Association shall conduct all business scheduled for the Annual Meeting.

If you do attend the meeting, you may revoke your proxy and vote in person. We look forward to seeing you at the meeting. The meeting starts promptly at 6:00 p.m. so we ask that you arrive by 5:30 p.m. to sign in.

A copy of the 2023 year-end financial statement is available at the Compass Rose Management office upon request when the financial statement audit is complete.

On behalf of your Board of Directors,

Scarlet Milano, CAM, CMCA
Compass Rose Management

SILVERLAKES-GATEWAY HOA ANNUAL MEMBERSHIP MEETING AGENDA

**March 27, 2024, at 6:00 p.m.
Silverlakes Clubhouse, 13035 Lakehurst Court, Fort Myers, Florida**

- 1) Calling of roll/Certifying of proxies**
- 2) Proof of Notice**
- 3) Approval of Unapproved Minutes**
- 4) Director Report(s)**
- 5) New Business**
 - a. Announcement of 2024 Board of Directors**
 - b. Results of Proxy Questions**
- 6) Comments of the Membership** (limited to 3 minutes per owner)
- 7) Adjournment**

Notice of Board of Directors Organizational Meeting Immediately Following the Annual Meeting

- 1) Call to Order**
- 2) Organization of Directors**
- 3) Adjournment**

Silverlakes-Gateway Homeowners Association, Inc.

c/o Compass Rose Management

1010 NE 9th Street

Cape Coral, FL 33909

SLGinfo@crmfl.com

February 19, 2024

Dear Silverlakes-Gateway Homeowners,

Your Board of Directors, after careful consideration and correspondence with the Association's legal counsel, has decided that they would like to amend two (2) sections of the Restated Declaration of Restrictive Covenants for Silverlakes-Gateway. This will require a vote of the membership. Members are encouraged to vote using the enclosed Limited Proxy. The votes will be formally calculated at the 2024 Annual Membership Meeting to be held on March 27th at 6:00 p.m. in the Silverlakes clubhouse.

Section 14 of the Restated Declaration will be amended to include a resale capital fee. The fee would be \$500 and would be paid to the Association by new members when they purchase a home in Silverlakes. This money could be added to the existing reserve funds which would keep future HOA assessments low. The resale fee paid by the new members would be a contribution to fees current residents have been paying since their arrival in the HOA.

Section 17 of the Restated Declaration will be amended to allow the Association to place a lien on properties that have reached the maximum unpaid fine limit. The maximum unpaid fine balance is now increased to \$1,500, from \$1,000. The amendment will also correct a previous error in which the incorrect statute was erroneously referenced.

Your Board of Directors encourages all homeowners to vote on these very important matters. Please feel free to reach out to Compass Rose Management if you have any questions or need any further assistance. We look forward to seeing you at the Annual Membership Meeting.

Sincerely and on behalf of your Board of Directors,

Scarlet Milano, CAM, CMCA

Compass Rose Management

**PROPOSED AMENDMENTS
TO THE RESTATED DECLARATION OF RESTRICTIVE COVENANTS
FOR SILVER LAKES-GATEWAY**

Note: Words ~~stricken~~ are deletions; Words underlined are additions.

Section 14 of the Restated Declaration of Restrictive Covenants for Silver Lakes-Gateway shall be amended as follows:

Section 14.1.4 Resale Capital Fee. The purchaser of each Property at the time of closing of the conveyance shall pay the Association a resale capital fee in the amount of \$500.00. The resale capital fee shall be secured by a lien which is enforceable in the same manner as an assessment lien. The Board of Directors may upon a properly adopted resolution change the amount of the resale capital assessment without having to amend this provision but in no event shall the increase be greater than 5% of the prior amount or more often than one time in any 12-month period. When the conveyance is to a spouse, trust or other non-human entity and intended for estate planning purposes, as determined by the Board, no resale capital assessment shall be incurred. The Resale Capital Fees will be used for at the sole discretion of the Board of Directors as needed to meet extraordinary, necessary and proper Association expenses.

Section 17 of the Restated Declaration of Restrictive Covenants for Silver Lakes-Gateway shall be amended as follows:

17.4. Fines. In addition to the fines established herein, and all other remedies provided for in this Declaration, if and to the extent permitted by law, the Association shall have the right to impose additional fines on an Owner for failure of an Owner, or persons, firms or entities claiming by, through or under the Owner, to comply with any provisions of this Declaration, Rules and Regulations, or Community Standards, provided, however, that Association grant reasonable notice and opportunity to be heard. The decisions of Association shall be final. Fines shall be in such reasonable and uniform amounts as Association shall determine and shall be considered a Special Assessment against that Owner and Homesite. Such Special Assessment shall be collected in the same manner as an assessment and can be secured by a lien against the Property in accordance with Florida Statute. The Association has the authority to impose fines up to fifteen hundred dollars (\$1500.00). Suspensions and fines shall be imposed in the manner provided in Section 720617.305 of the Florida Statutes, as amended from time to time. The Board shall have the authority to promulgate additional fining procedures from time to time.

SILVERLAKES-GATEWAY HOA
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2024 ANNUAL MEETING VOTING BALLOT

FOR THE PROPOSED CANDIDATES FOR THE BOARD OF DIRECTORS

There is one (1) seat up for election to the Board of Directors for 2024. Please vote for one (1) member to the Board of Directors. Place an “X” in the box listed next that person’s name.

Any additional markings or a vote of more than one (1) will cause your Ballot to be invalid.

Individual Candidate information sheets are attached for your review.

Marku, Claude

York, Nicholas

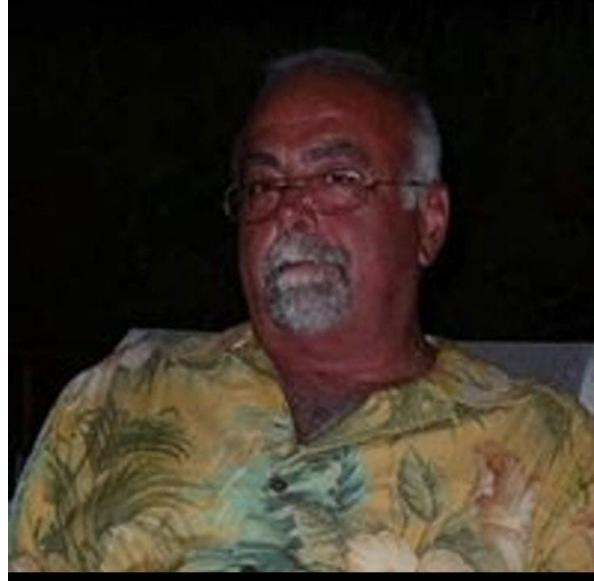
NOTE: Any additional markings or a vote of more than one (1) candidate will cause your ballot to be invalid.

Place your ballot in the inner envelope marked “BALLOT ONLY”. Do not put any other documents and/or forms in this envelope. Place the “BALLOT ONLY” envelope in the return envelope. Do not place your proxy or any other documents and/or forms in the return envelope.

Make sure to put your Silverlakes address, name, and signature on the front of the return envelope or it will be invalid and not counted. If you know your account number, you can write that in the space below your address, but it is not required.

This ballot is only to be used to vote for the Board of Directors. Do not include your proxy in the envelope(s) intended for the ballot.

You will use the enclosed proxy to vote on the separate questions. Do not put your ballot and your proxy together. They must be placed in separate envelopes.



Claude Marku Bio:

- Doctorate Degree in General Medicine – Graduated in 1984
- Real estate broker /owner in NY since 1986
- Mortgage Broker in NY since 1988
- Silverlake's Resident since 2014
- Silverlake's HOA Board Member Since 2014

Dear Homeowners,

My name is Nicholas York. I have lived in Silverlakes with my wife, Jenny, and our four children since April 2010. We have been dedicated members of our community for the last fourteen years.

Two of our daughters are graduating from college and one is graduating from high school in May of 2024. Our son is a sophomore at Gateway High School. I currently coach the men's soccer program at Gateway High School and have coached Gateway Rec Soccer since 2011. My wife taught PE at Gateway Elementary School for five years.

My wife and I graduated from Indiana Wesleyan where I studied Christian Ministry and Biblical Literature and was ordained as a pastor in 2002. Since moving to Fort Myers, I became a substitute teacher for the Lee County School District so I could better serve the children and teachers of our great community! Over the last 25 years I have served in 4 churches and sat on 2 church boards in the capacity of Youth Pastor (Mount Airy, MD), Assistant Pastor (Gastonia, NC) and Children's Minister (Fort Myers, FL). Together, Jenny and I have served as camp counselors, youth/young adult counselors and marriage counselors.

I work as an IT Consultant for Really Great Reading, a company which manufactures reading products. I am also a Sr Database & Reporting Administrator (21 years) for Handwriting Without Tears; a company which focuses on teaching children handwriting among other language art skills.

In the summer of 2020, when the committee had lost many members, I volunteered to serve as Co-Chair of the Architectural Control Committee. Not only has this opportunity familiarized me with State Statutes and our governing documents. It has given me a wealth of experience with our community and interactions with our homeowners.

I believe I am a good candidate for the vacant seat on the Homeowners Association Board and I'd be honored to serve the community in that capacity. With unwavering commitment to foster a cohesive and thriving neighborhood, I would bring a wealth of experience in community engagement and leadership.

I believe that my proactive approach to problem solving coupled with my strong communication skills would aid in my goal to address the Silverlakes residents' concerns effectively and transparently. My hope is to bring my passion and dedication for upholding the values of our community to fruition by enhancing the quality of life for all our homeowners.

Respectfully,

Nicholas J York

SILVERLAKES-GATEWAY HOA
c/o Compass Rose Management
1010 NE 9th Street, Cape Coral, FL 33909
239-309-0622; SLGinfo@crmfl.com

PROXY INSTRUCTIONS

If you are unable to attend the Annual Meeting and wish to vote by proxy, please note the following information about proxies.

1. The enclosed proxy is used to vote on the following questions only:
 - a. May the Association use reserve funds during the year to balance cash flow requirements in case of an emergency (such as a hurricane)?
 - b. Do you approve of the proposed amendment to Section 14.1.4 of the Declaration?
 - c. Do you approve of the proposed amendment to Section 17.4 of the Declaration?

You will use the ballot to cast your vote for the board.

2. A proxy is for the purpose of appointing another person to vote for you as you specifically direct (except for non-substantive items) in the event that you might not be able to attend the meeting. It must be signed by the person authorized to cast the vote for the unit.
3. The proxy should be submitted to the association prior to the scheduled time of the meeting. It can be hand-delivered, either by you or your proxy, mailed to the association as follows **Silverlakes-Gateway HOA, Inc.**, c/o Compass Rose Management, 1010 NE 9th Street, Cape Coral, FL 33909 or placed in the drop box located at the clubhouse. You may also submit your proxy by fax (239-673-1566) or email (SLGinfo@crmfl.com). It is encouraged that the proxy be submitted as long before the meeting as possible in order to avoid delay in registration. Completed proxies submitted prior to the meeting may be tallied prior to the meeting which will save administrative time at the meeting.
4. If you appoint a proxy holder and later decide you will be able to attend the meeting in person, you may withdraw your proxy when you register at the meeting.
5. A proxy may be revoked in writing or superseded by a later proxy to another person before the meeting takes place. It may also be assigned by the person designated on the proxy to a third person if the person you designate as proxy decides that he or she will not be able to attend the meeting.

SILVERLAKES-GATEWAY HOA

c/o Compass Rose Management
1010 NE 9th Street
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2023 Annual Meeting of the Membership

Held at 6:00 p.m. on March 15, 2023, at the Silverlakes Clubhouse
13035 Lakehurst Court

UNAPPROVED MINUTES

- 1) **Establish a Quorum/Call to Order:** The meeting was called to order at 6:03 pm with President, Lauren Siegel; Vice President, Joe Conners; Treasurer, Catherine LeGendre; Secretary, James Wisniewski and Director, Claude Marku in attendance. Scarlet Milano, CAM, was also present representing Compass Rose Management. A quorum was established with 125 members present either in person or by proxy. The Association's Bylaws require thirty percent (30%) to call the meeting to order, which is ninety-nine (99), therefore the quorum requirement was met.
- 2) **Proof of Notice:** Notice of the meeting was mailed to all owners sixty (60) days and thirty (30) days prior to the meeting. The notice was also posted fourteen (14) days in advance as required by Florida Statute.
- 3) **Pledge of Allegiance:** The Pledge of Allegiance was recited.
- 4) **Approval of Annual Meeting Minutes:** The 2022 Annual Membership Meeting Minutes were mailed to all owners with the meeting's notice. There were no requests for the minutes to be read aloud.

Motion: A motion was made by Ray Beard to accept the minutes as provided. Seconded by Jane Grethey. **All in favor-Motion Passed.**

- 5) **President's Report:** The President's Report was mailed to all owners with the meeting's notice. There were no requests for the report to be read aloud.
- 6) **Treasurer's Report:** The Treasurer's Report was mailed to all owners with the meeting's notice. There were no requests for the report to be read aloud.
- 7) **New Business:**
 - a) **Announcement of the Board of Directors:** There were two (2) vacancies on the Board of Directors. The Association received three (3) Notices of Intent from Dr. Steven Cohen, Catherine LeGendre, and Manoj Sam. Catherine LeGendre and Manoj Sam will be seated to the 2023 Board of Directors.
 - b) **Results of the Proxy Question:** *May the Association use reserve funds during the year to balance cash flow requirements in case of an emergency (such as a hurricane)?* There were 110 affirmative votes, three (3) negative vote, and twelve (12) that did not wish to vote.

8) Comments from the Membership:

- 1) Lauren Siegel thanked Jim Wisniewski for his work on behalf of the association as he is not running for the 2023 term. He thanked the volunteers on the association's various committees and past board members as well.
- 2) Lauren Siegel asked CRM to find a vendor to replace the cracked mirror in the fitness center. He reported that a new commercial grade elliptical was also purchased following a special board meeting. The elliptical will be delivered and installed shortly.
- 3) Homeowner asked that Ramiro Rodgers Landscaping trim the vegetation along the inside of the wall the next time they trim. It was not done at the end of 2022.
- 4) A homeowner asked when the south lake will be remediated. The south lake, lake 89, has been postponed because there were other lakes in Gateway that have deteriorated at a quicker rate than lake 89. There are several in the golf course community, Gateway Greens, for example, that have banks which are collapsing. Those lakes will take priority over lake 89. Lake 89 is scheduled to be remediated in 2028. Residents are encouraged to contact Gateway Services or SFWMD if they would like to request consideration that lake 89 be moved up the ranking system.
- 5) Claus Von Zittwitz asked that the Board consider installing a wind meter to the fountain in the north lake as he cannot enjoy his lanai during days where the wind is higher than normal. Not only does the water spray him and guests as they sit on the lanai, but the water also leaves a film on his furniture and screens and the pond water spraying into his pool turns his pool water green.
- 6) Jane Grethey commented that a wind meter on the electric box of the fountain would not be effective because the box is shrouded from view by hedges and the hedges would eliminate any accurate wind reading. Additionally, since the fountain has been in the lake since the community's inception and has not been an issue for any homeowner until last month, the expense is not justified. The VOC will research additional options.
- 7) Shirley Willmering suggested that someone from the Board should visit Claus Von Zittwitz's lanai on a windy day to experience his frustrations concerning the wind and the fountain water mist.
- 8) Greg Walker asked the Board why SFWMD or Gateway Services do not lower the water levels in the lakes during summer's rainy season to prepare for possible tropical storms and the flooding they cause. The lakes are on a tiered system which were designed to funnel water through various lakes in the area and end at the Six Mile Slough Preserve. If the lake water levels were lowered haphazardly, the properties closer to the slough would flood. Markus Albrecht added that the association did experience flooding during Hurricane Irma because the water levels were not lowered. In contrast, the water levels were lowered in preparation of Hurricane Ian and there was no flooding. Homeowners would need to reach out to SFWMD directly to request that the water levels be lowered.
- 9) Pat Macchia reported on the upcoming Social Committee activities. March 18 – Bingo; March 25 – Casino Night; March 26 – Ice Cream Social.
- 10) Dave Brown expressed frustration with the leaking Waste Pro truck that had been servicing the community and leaking hydraulic fluid, garbage juice, and paint on the roadways. Waste Pro has recently changed their policy to require that homeowners must call individually to report spills in front of their address only. The management company cannot call on the association's behalf to report multiple spills throughout the community. Dave asked that the Board send an email blast out to the residents telling them to contact Waste Pro directly. The Board will send the email notice out to the residents.
- 11) Maureen Stratton commented that there are two (2) refrigerators are on Lakeland Circle. Homeowner stated that he has already called Waste Pro on the refrigerators.
- 12) PJ Stratton thanked Jim Wisniewski for his tenacity and his thorough work ethic. He added that the members are losing a valuable member of the Board.

13) Sue Beard commented that the members are gaining a valuable member of the Board as well.

14) Adjournment:

Motion: A motion was made by Ray Beard to adjourn the Annual Meeting at 6:55 pm. Seconded by Margaret Evans. **All in favor-Motion Passed.**

The Annual Meeting adjourned at 6:55 pm.

ANNUAL REPORT TO THE COMMUNITY

from Joe Connors, president
Silverlakes Homeowners' Association

Projects designed to improve the appearance and functionality of Silverlakes' facilities were the highlight of the community's fiscal year.

Perhaps the biggest accomplishment was getting the gates in and out of our community in reliable working order.

The gates, which were damaged by Hurricane Ian, had caused much frustration for both the board and its residents, but thanks in large part to a host of volunteers from the community, they have been operational for several months now.

In addition, a new call box, RFID reader and homeowner software for access are new, and insurance has reimbursed the HOA for the hurricane damage.

Another major effort was the acoustic project in the clubhouse. In an effort to improve sound in the main room, one inch of sound-deadening material was sprayed on the clubhouse ceiling and short upper west wall.

The white ceiling complements the new paint on the clubhouse walls, a project that has certainly modernized the appearance of the room and made it appear larger. In fact, the board thought the new paint looked so good that it authorized repainting of the clubhouse hallway, gym, and office. Also getting fresh coats were the outdoor entrance ramp, the stairs, and monuments.

Other improvements in the past fiscal year:

- Repairs were made to the roof and rain gutter, which also were damaged by Ian.
- The board hired a new air conditioning vendor, Comfort Caddies.
- * The Green Thumb Committee recommended, and the board hired a new landscaper, Leaping Lawns, at a considerable savings over the previous vendor.
- New wall-mounted fans were installed in the gym and were put on a timer to cut electricity costs.
- A new elliptical machine for the gym was purchased.
- The waterfalls were turned off during nighttime hours at considerable savings in electricity costs.
- Gateway Services finished the pond remediation in our community.
- A number of leaks were repaired in our community pool.

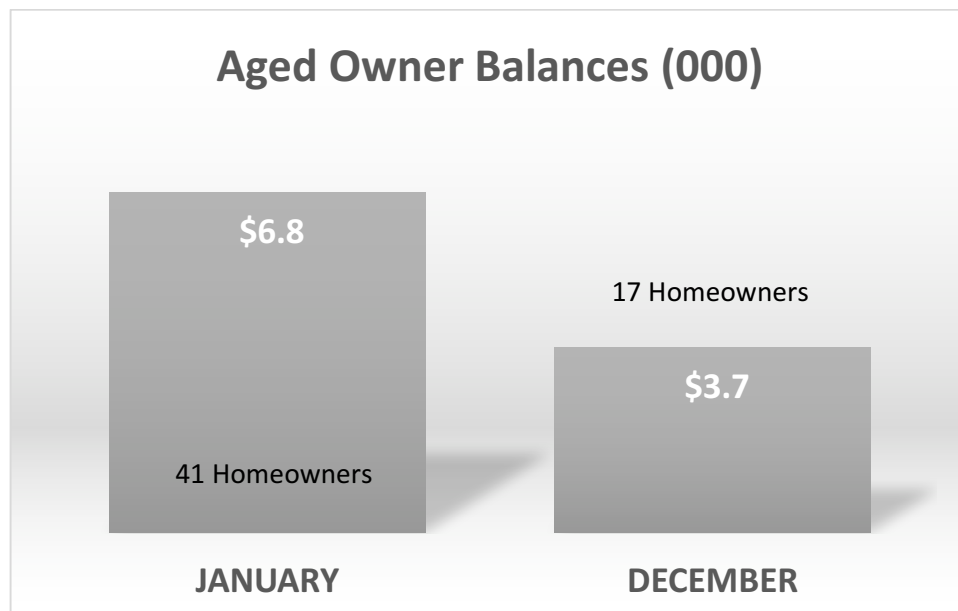
As always, the board welcomes suggestions from the community and remains committed to transparency. Thanks to all the volunteers who give freely of their time to make Silverlakes such a great place to live.

Silverlakes at Gateway HOA Treasurer's Annual Report Period Ending December 31, 2023

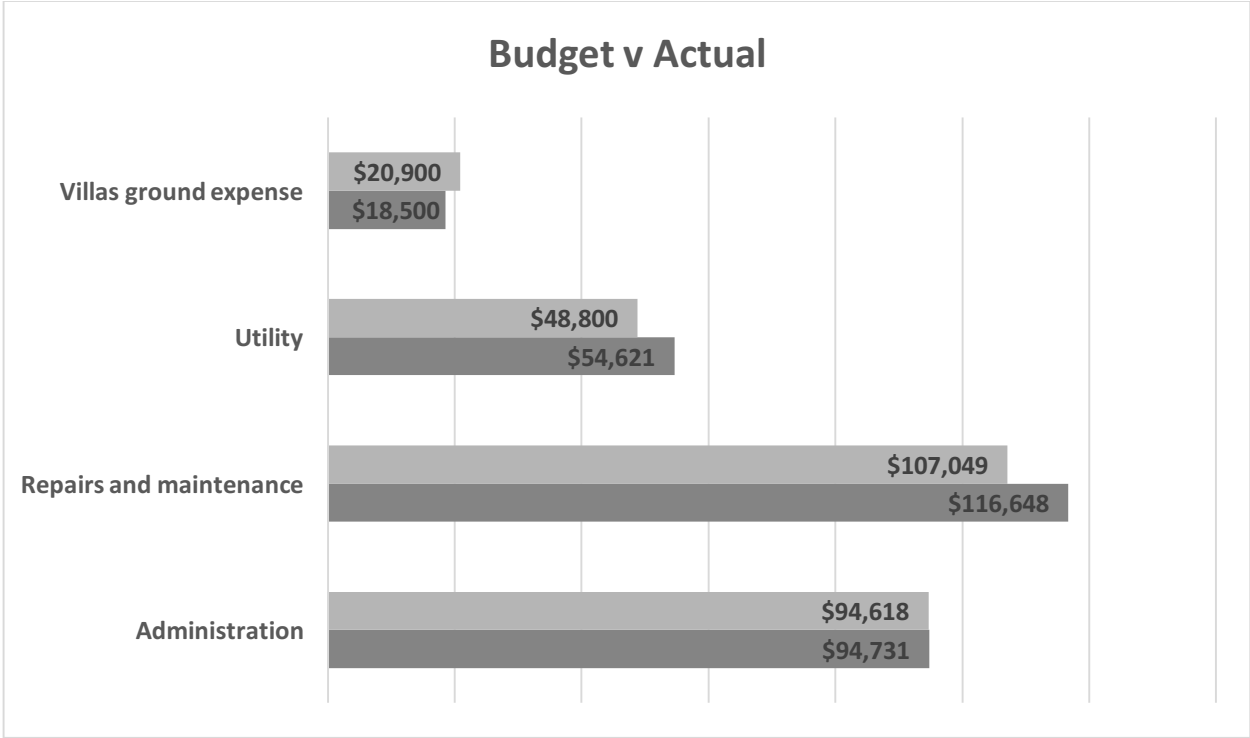
Summary

The Board continues to manage the HOA operating budget in a fiscally sound manner. 2023 concluded with a significant decrease in owner arrears balances and there are currently no owner accounts under attorney action. Year-to-date operating expenditures exceeded budget, primarily driven by the insurance and utility lines, while contributions to reserve funding align with anticipated projects.

Outstanding Owner Balances decreased by (\$3.1k) from January to December, 2023. This represents a 46% decrease in arrearages. The year concludes with no accounts under attorney action. The year-end arrears balance of \$3.7k reflects 17 accounts or 5.2% of our homeowners.



The 2023 Operating Budget includes HOA assessments of \$241 and \$614 per quarter for homes and villas respectively.



During 2023, there were several line items which were materially overspent when compared to budget. These include property and officer’s Insurance, utility costs for both electric and water / sewer charges, as well as exercise room expenses and pool maintenance and repairs.

Reserve Funding for Asset Replacement- The recommended year end reserve funding level is \$754,553 which compares to actual funding of \$762,763 at December 31. Total 2023 reserve expenditures are \$59,768.



Outlook 2024

Our strong cash position will allow the HOA to continue to maintain fiscal stability and address needed repairs and maintenance. 2024 HOA quarterly dues for single family homes have increased by 3% to \$248 from \$241. Villas dues decreased by (4%) from \$614 to \$591 per quarter.

Prepared by: *Catherine LeGendre*
Treasurer
1.25.24