

**SILVERLAKES-GATEWAY HOA**

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

**Board of Directors Minutes  
Wednesday, August 28, 2024 – 6:30 pm  
Silverlakes Community Clubhouse**

**1. Establish Quorum/Call to Order:** The meeting was called to order at 6:30 pm with President, Joe Conners; Treasurer, Catherine LeGendre; Secretary, Manoj Sam; and Director, Nick York in attendance. Scarlet Milano, CAM, was also present representing Compass Rose Management.

**2. Proof of Notice:** Agenda 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 22, 2024, Board of Director's Meeting Minutes**

**Motion:** A motion was made by Nick York to approve the **May 22, 2024**, Board of Director's Meeting minutes. Seconded by Sam Manoj. **All in favor - Motion Passed.**

**5. President's Report:** Ray Beard has resigned from the Board of Directors. Fran DeRonne has also stepped down from the clubhouse inspector role and Sue Beard has resigned from the Communications Committee. The Board thanks Ray and Sue Beard and Fran DeRonne for their service to the HOA over the years. The HOA has repaired damage to an electrical meter, breakers, and a capacitor caused by multiple lightning strikes. The damage caused has affected multiple fountains.

**a. Appointment of Board Member:** The Board will appoint long-time Silverlakes resident Justin Clerico at the meeting in November. He has volunteered frequently throughout the ten (10) years he has resided in Silverlakes and will be a valuable addition to the HOA Board. He had a prior obligation and could not be at the meeting this evening so his official appointment will be postponed until November.

**6. Treasurer's Report:** Catherine LeGendre reported.

Reporting as of July 31, 2023:

Aged Owner Balances Total: \$7,882

Cash – Operating: \$199,382

Cash – Reserves: \$825,075

Total Cash – \$1,024,457

Budget to Actual – Over budget \$13,225

At the end of July, there were twenty-seven (27) delinquent accounts. Eighteen (18) of those accounts were for past due assessments totaling \$2,470 and seven (7) were accounts with fines totaling \$2,098. Four (4) accounts are with the HOA's attorney totaling \$3,129. The remaining balance is attributed to late fees and interest. The HOA is over budget in Repairs and Maintenance due in part to unexpected repairs needed for the pond fountains and clubhouse air conditioning. Villa Ground Expenses, Landscape Improvements, and Mulch are also over budget at this time.

**Motion:** A motion was made by Catherine LeGendre to pay \$2000 for miscellaneous landscape additions in July to Leapin Lawns from the reserves. Seconded by Sam Manoj. **All in favor – Motion Passed.**

**Motion:** A motion was made by Catherine LeGendre to pay \$1,750 for the repairs to the FPL meter, the panel and breaker for the fountain from the reserves. Seconded by Nick York. **All in favor – Motion Passed.**

**Motion:** A motion was made by Catherine LeGendre to approve the Treasurer’s Report. Seconded by Sam Manoj. **All in favor – Motion Passed.**

## **6. Old Business**

### **a. Committee Reports**

**i. Architectural Control** – Shirley Willmering reported that the August ACC applications are forthcoming.

There were eleven (11) ARCs approved in June and July.

Five (5) Roof Replacements

Three (3) Painting Requests

One (1) Tree Removal Request

One (1) Paver Request

One (1) Window and Slider Replacement Request

**ii. Communications** – No report given.

**iii. Clubhouse Social** – The following events have been scheduled:

**September 2** – Labor Day Cook Out

**September 9** – Book Club at 2 pm

**September 21** – Bingo at 7 pm

Game nights are held every Monday, Tuesday, and Thursday. Morning coffee is held every Monday, Wednesday, and Friday. Water Aerobics is held every Monday and Thursday at 10 am. Beginner’s Mahjong is hosted every Wednesday at 3 pm.

**iv. Finance** – No report given.

**v. Fine Appeal** – No requests were received.

**vi. Exercise** – No report given.

**vii. Vendor Oversight Committee** – Joe Dowling reported that the VOC is currently investigating new gate vendor companies. The fountains have been requiring more frequent repairs which could be indicative that the infrastructure is deteriorating. The waterfalls at the entrance will likely suffer the same fate as they too are quite old. Landscaping complaints have been lodged by two villa owners regarding the condition of their turf.

### **d. Legal Issues** –

**i. Deactivation of Proxy Cards**- There are no new cards to deactivate.

ii. **Rental tracking** – The report generated by Compass Rose indicates twenty-six (26) rentals.

iii. **Violation Fines – 18260**

**Motion:** A motion was made by Catherine LeGendre to levy fines against 18260 for storage of household items in the yard visible from the street. Seconded by Nick York. **All in favor – Motion Passed.**

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

**8. New Business –**

a. **Impact of Changes to FLS 720 for HOAs** – Catherine LeGendre reported on the changes to FLS 720. Many of the Association’s records including monthly financial reports, contracts, and the annual budget among other things will now need to be uploaded to a secure website. The HOA will utilize CRM’s web portal as the information has already been uploaded to the secure web portal. A link will be displayed on the Silverlakes’ website directing homeowners to the CRM portal should they wish to locate the Association’s records. The HOA also eliminated the Association’s debit card on the advice of legal counsel pursuant to the new updates to FLS 720. The Association will now use a credit card with a \$1,000 spending limit. The card will be paid monthly on auto pay. Additional updates to the statute require four (4) hours of continuing education credits for Board members annually.

b. **Reduction in Frequency of HOA Board of Directors Meetings** - The Board will no longer meet nine (9) times per year. The Board will reduce meetings to a quarterly basis. The reasons for this reduction are in part due to the lack of pressing new business on a monthly basis, the monthly financial reports being readily available to all residents moving forward, and the reduced reports of updated information offered by the various HOA Committees.

c. **New Camera NVR** – The Sheriff was recently contacted regarding three (3) minors in the community who stole a resident’s bicycle and threw it in one of the community ponds. The juveniles were also seen jumping the pool’s perimeter fence for access to the area. The police made contact with and questioned the juveniles. Charges were pressed by the parents of the child whose bicycle was stolen and the juveniles who did not reside in the community were trespassed. The Sheriff deputies requested the camera footage, but the picture was not incredibly clear. Justin Clerico suggested a new NVR with sixteen (16), twelve (12) pixel cameras capable of videotaping both in color and with night vision capabilities. The HOA will also purchase a new hard drive with six (6) terabytes of added storage space. Justin will install the equipment at a significant savings. The estimated cost if purchased and installed by a professional would be \$40,000 - \$60,000.

**Motion:** A motion was made by Joe Conners to purchase a new NVR and cameras. Seconded by Sam Manoj. **All in favor – Motion Passed.**

f. **Homeowner Forum** –

- Homeowner asked the Board to reconsider the denial received by the ACC to add pavers to her side yard. The ACC denied the application because it has not been completed in the HOA before and a precedent could be set. The pavers would extend from her house to her neighbor’s house.
- Homeowner stated that if the Board agrees to do this it should be only with the stipulation that a professional vendor lays the tiles.
- Homeowner believes that it would set a precedent that owners would then be allowed to lay pavers from house to house and some side lawns are incredibly large. Permitting this

could reduce the green space in the community and could have serious repercussion in regard to storm water management.

- Homeowner suggested that from a builder's perspective the paver installation would fail. The area is too wet, and the ground is not level.
- Homeowner cautioned that if the Board were to approve this, an agreement would need to be put in writing for future real estate transactions since it not only affects her lawn but her neighbor's lawn as well.
- Homeowner suggested a French Drain in lieu of this expensive paver project.
- Homeowner conceded to rework her original ACC application and consider a paver walkway instead.
- Homeowner suggested prohibiting vendors in the HOA during the holidays. This will be tabled and added to the November agenda.
- Homeowner suggested including landscaping services for the entire community.
- Homeowner requested that the parking lot hours for overnight, permitted parking be extended to 10 pm – 8 am. This would be problematic for residents who have functions at the clubhouse and need to use the parking lot.
- Homeowner reported an incident with a rabid raccoon. An email blast will be sent notifying residents of this occurrence.
- Homeowner asked if the bulletin board at the exit gate could be removed. There are three (3) other boards in the community and the new LED board at the exit gate is easier to read.
- Homeowner reminds residents that the 2024 HOA assessments increased from 2023-2024.
- Homeowner asked what committees needed to post agenda. Committees that make decisions on behalf of the HOA, independent of the Board, need to post an agenda and take minutes. Advisory Boards that generate ideas and bids for the Board to vote on, do not need to post agendas as the information presented to the Board is voted on by the Board at their meeting.
- Homeowners expressed a preference for the sandwich boards over the LED message board at the entrance.
- Homeowner would like pictures added to the clubhouse walls. There was previously a discussion regarding acoustic panels with images on them doubling as both sound reduction and artwork. He would like this topic revisited.
- Homeowner asked who is taking care of the cameras. The Board knows how to use the cameras already. The policy they have in place now is that two (2) Board members view the cameras together in the clubhouse office only and both Sam Manoj and Justin Clerico are skilled with working on cameras should they need troubleshooting.

**10. Next Meeting** – November 27, 2024, at 6:30 p.m.

**Adjournment:** With no further business to discuss, the meeting was adjourned at 7:49 p.m.

**Motion:** A motion was made Sam Manoj to adjourn the meeting at 7:49 p.m. Seconded by Nick York. **All in favor – Motion Passed.**