

**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**  
**September 19, 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, 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. August 15, 2018 Board of Director Meeting Minutes**

**Motion:** A motion was made by Markus Albrecht to approve the August 15, 2018 Board of Director's meeting minutes. Seconded by Claude Marku. **All in favor - Motion passed**

**5. Old Business**

- a. Treasurer's Report:** Markus Albrecht
  - Aged Owner Balances Total: **\$71,795**
  - Cash – Operating: **\$192,675**
  - Cash – Reserves: **\$685,385**
  - Total Cash: **\$878,060**
  - Available Free Cash: **\$82,000**
  - Expenses over budget: **\$8,732**

Delinquent accounts totaled \$71,795 with one account being responsible for \$47,247 of that balance. The Board continues to work with counsel to recover some of the debt owed to the Association by this homeowner and they are optimistic that two of the larger delinquent accounts will be resolved shortly. Free operating cash not committed to specific expenditures totals \$82,000 - slightly under the Board's free cash target of \$90,000-\$100,000. The month of August had some landscape expenditures for the common areas and maintenance of villa grounds along with legal fees that put the Association slightly over budget. The overage is balanced by reduced interest costs. The Association is presently 5% above the expense budget. The clubhouse parking lot project is scheduled to begin shortly. The project is two-phased and will address both the trip hazards caused by buckling pavers and the raised drain located in the center of the lot. The project is expected to cost between \$22,000 and \$25,000 which will be funded from Reserves.

**Motion:** A motion was made by Lauren Siegel to approve the Treasurer's Report. Seconded by Claude Marku. **All in favor – Motion Passed**

**Motion:** A motion was made by Lauren Siegel to alter the agenda to discuss Alliance CAS with Legal Issues. Seconded by PJ Stratton. **All in favor – Motion Passed**

## **b. Committee Reports**

- i. Architectural Control** – The committee received a total of nine (9) requests. One ACC request for landscaping was denied due to inadequate information. Three (3) roof replacement requests were approved. The remaining requests for palm tree removal, pool cage installation, front entry way enclosures, and hurricane shutter removal were all approved. Markus Albrecht asked the ACC Chair if the committee acts against homeowners that have received roof repair or replacement approval but have not commenced work in a timely fashion. ACC Chair, George McMahon responded that due to last year's hurricane, most vendors are behind, and the Board should exercise patience.
- ii. Communications** – The first new resident welcome reception was held this summer; attendance was minimal. The next reception will be held on 10/28 from 2-3 pm and light refreshments will be served. Shirley Willmering was thanked for assembling the welcome packets. The monthly newsletter will be distributed next Monday. Lauren Siegel advised that video of the clubhouse will soon be captured by drone and uploaded to the Silverlakes' website. The dead palm tree located at the clubhouse will be removed by the end of the week, so it is not in the images.
- iii. Clubhouse Social** – On 8/22 approximately 35 residents participated in bingo. The garage sale is 10/6 from 8 am -12 pm. A Security Guard detail has already been requested to monitor the gate. Residents may preview the items for sale on 10/5 from 6-8 pm. On 10/20 at 6:30 an Italian dinner will be served. Another bingo night is scheduled for 10/27 at 6:30. Finally, the gates will remain open but guarded for Halloween from 6-8 pm on October 31<sup>st</sup>.
- iv. Finance** – No report.
- v. Fine Appeal** – One homeowner requested a waiver for a parking violation which was resolved.
- vi. Exercise** – No report. Lauren Siegel advised the rowing machine has been repaired and maintenance has been performed on the treadmill.
- vii. Vendor Oversight** – Markus Albrecht asked that the VOC closely monitor the clubhouse paver project. The pool repair project is just in the beginning stages. The common area benches and their sidewalks as well as the curbing at the community's entrance will be power washed during the first week in October. The committee is also considering a flagpole for the clubhouse although the expense is not a priority. The committee is also working on a plan to reupholster thirty-nine (39) clubhouse chairs with new fabric and thicker foam cushioning to be paid for from the reserves. Markus Albrecht commented that the complaints received regarding the chairs are primarily due to their style. The chairs are too deep and the back support is not comfortable; changing the upholstery will most likely not be effective. A homeowner also commented that the chairs are too heavy. She suggested lighter, stackable chairs similar to ones used at Hampton Park.

## **c. Legal Issues** – The matter regarding the vacant house and Attorney DeBoest has already been discussed.

- i. Alliance CAS-** Markus Albrecht began the discussion by explaining that Alliance CAS has acted as the Association's Collection Agency for the past five (5) years. They were chosen by the Association because of the sheer quantity of delinquent accounts following the housing market crisis and because their collection attempts are at no cost to the Association. Over the course of the last year and a half however the relationship between the Association and Alliance has soured. They are not providing the transparency regarding their business practices that the Board expects. Several meetings between the two parties have produced little result. While numerous mistakes have been corrected, there are still several others that have gone ignored. Alliance is also withholding \$8,029.21 in escrow from the sale of

a villa that they are delinquent in releasing to Silverlakes. At present, Alliance CAS wishes to part ways with Silverlakes at Gateway effective immediately, in breach of their contract. Two options require Board consideration. The Association can part ways immediately and either pay Alliance for some of their fees or pay them nothing, or the Association can allow Alliance to finish the cases they have started. Jim Wisniewski recommended that Alliance CAS keeps accounts 111, 312, 138, and 153. Furthermore, he would like one final attempt made to collect on account 145 before the statute expires.

**Motion:** A motion was made by Jim Wisniewski to deny the separation agreement with Alliance CAS in which the HOA would pay Alliance CAS. Seconded by Lauren Siegel. **All in favor – Motion Passed**

**Motion:** A motion was made by Jim Wisniewski to deny any discussion regarding a separation agreement with Alliance CAS until such a time that the \$8,029.21 held in escrow is dispersed to the HOA. Seconded by Markus Albrecht. **All in favor – Motion Passed**

**Motion:** A motion was made by Markus Albrecht for the Board to approve himself and Jim Wisniewski discretion in reaching an agreement with Alliance CAS so long as the agreement is in the best interest of the HOA. Seconded by Claude Marku. **All in favor – Motion Passed**

**d. Rental tracking** – There are a total of 25 rentals. Two (2) leases are close to expiring. One (1) has been renewed. Jim Wisniewski asked the CAM to send the Rental Intention Letter to unit 130 to ascertain if their intentions are to renew the lease.

**Motion:** A motion was made by Lauren Siegel to implement the newly revised 2<sup>nd</sup> notice for leases. Seconded by PJ Stratton. **All in favor – Motion Passed**

**e. School Bus Stop Update-** Jim Wisniewski contacted Lee County School District regarding the possibility of a bus stop located within Silverlakes at Gateway. The School Board advised they will not enter a gated community unless the HOA signs a Hold Harmless Agreement waiving liability for damage they may cause. Additionally, the buses would need to pick up on Lakehurst and use the cul-de-sac to exit the community because the buses would damage the pavers in the parking lot and so would not be able to pick up there. The flashing lights, diesel engine noise, and early morning activity would be a nuisance to the residents on Lakehurst. The community would also need to leave the gates open so children from communities other than Silverlakes could utilize the bus stop.

**Motion:** A motion was made by Jim Wisniewski to make permanent the temporary motion made at the August meeting regarding the school bus stop and the removal of some of the no stopping, no standing signs at the Silverlakes entry and exit. Seconded by Markus Albrecht. **All in favor – Motion Passed**

**f. New Color Palette-** The list of new colors is complete. The color palette will be reviewed every two years going forward. Sherwin Williams will add the finalized list to their website. A brief discussion occurred amongst the Board regarding if the trim colors could be used elsewhere.

**Motion:** A motion was made by PJ Stratton to follow the ACC Committee's recommendation to approve the colors on the submitted list and to follow their suggestion to only allow trim colors to be used on the trim of the home. Seconded by Claude Marku. **votes for yes: PJ Stratton, Claude Marku, Lauren Siegel, Markus Albrecht. vote for no: Jim Wisniewski – Motion Passed**

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

**f. Homeowner's Forum:**

- 1) A resident monitoring one of the villas for a seasonal resident requested the report created by the Inspector for the villa roof project.
- 2) A homeowner asked how the former owner of the vacant home became so delinquent in his assessments. The Board advised the former owner walked away from the home and the bank would not foreclose on the property.
- 3) A homeowner asked if the free cash Markus referred to during his Treasurer's Report will grow towards the end of the year. Markus explained that the HOA tends to have higher expenses near the end of the year.

**6. New Business**

**a) Unit 237-Request to Rent –**

**Motion:** A motion was made by Marcus Albrecht to deny the prospective buyer's request to rent the home during the first six months of ownership. Seconded by PJ Stratton. **All in favor – Motion Passed**

**b) First Notice of Violation Letter –** Claude Marku will forward the draft letter to Attorney Richard DeBoest for review.

**c) Villa Roof Replacement –** Three (3) proposals for replacement were received. The quotes were higher than the Board anticipated, ranging between \$322,000 and \$521,000. The reserves are currently short approximately \$47,000 total or \$3,000 per owner if the low bid is accepted. While the Board did attempt to compensate for the inadequate funding through increased reserve charges to villa owners, other arrangements will need to be made. Markus Albrecht suggested the Board draft a letter to be sent to all villa owners inviting them to a Q & A Workshop to discuss the project. A homeowner commented that Devonshire Lakes' villa roofs are also being replaced on a staggered schedule and according to his source, the cost to replace or repair roofs is expected to increase 40%.

**d) Hardwood Root and Canopy Trimming-**

**Motion:** A motion was made by Lauren Siegel to approve Rogers Landscaping's proposal to grind the hardwood roots and thin the canopies. Seconded by Claude Marku. **All in favor – Motion Passed**

**7. Meetings:**

- a. Next BOD Meeting - Wednesday October 17, 2018

**Adjournment:**

**Motion:** A motion was made by Lauren Siegel to adjourn meeting at 8:19 pm. Seconded by Claude Marku. **All in favor – Motion Passed**

**Meeting adjourned at 8:19 pm.**

