

Silver Lakes Community Association

A Corporation Not-for-Profit

Meeting of the Board of Directors

April 6, 2020 7:00PM

Virtual Meeting via Zoom

In Attendance:

Robert Garcia	President
Daron Fitch	Vice President
Vicki Minnaugh	Treasurer
Colleen Cheney	Secretary

Directors:

Ray Whittier
Rick Collum
Laura Santiago

Also In Attendance:

Robert Moses	Pines Property Management
John Stevens	Counsel for the Association
Cathy Balenovic	Community Affairs Director

Board of Directors Meeting - Call to Order

Meeting call to order by President, Robert Garcia at 7:11pm

Robert Garcia welcomed everyone and thanked everyone for attending the 2nd Virtual BOD meeting of 2020. He thanked residents for adhering to the Stay-at-Home guidelines to help prevent the spread of the COVID-19 virus. He also thanked local First Responders and Healthcare workers.

Colleen Cheney conducted roll call. All present.

Consent Agenda

- Approval of Previous Meeting Minutes-January 27, 2020, February 10, 2020 and March 16, 2020.
- Landscape Improvement Proposals; #9656, #9658, #9659, #9660, & #9689 in the amount of \$19,355.00
- Ratify PPM Approved Repairs in the amount of \$12, 812.17

Motion to Approve the Consent Agenda

Motion to approve by Vicki Minnaugh. Second by Ray Whittier
Colleen conducted roll call and motion passes unanimously.

President's Report

Robert Garcia expressed that the SilverLakes Master BOD recognizes and is experiencing the same emotional and financial stress caused by the COVID-19 pandemic. He also expressed the BOD will do everything they can, within the state statues and guidelines, to help residents navigate this challenging time. More details will be discussed in the Community Events and Management section of the meeting.

He also advised volunteers are needed for the Architecture, Fining, Landscape and Security Committees.. He requested Master Board members recruit one volunteer each for the 4 committees. This way each group would have a representative and all groups would be represented.

He also recommended creating two new committees: an Insurance and Budget committee.

The volunteers from each group apply to these new committees as well.

Motion to create an Insurance and Budget Committee

Motion to approve by Daron Fitch. Second by Laura Santiago.

Colleen conducted roll call and motion passes unanimously.

Directors Report

Daron-Acknowledged this unprecedented time and thanked Robert Garcia for his leadership and for spearheading virtual meetings. He reiterated SL preemptively closed parks and common areas even before the cities did so. He recommends posting that masks are encouraged for residents to wear outside and reiterating that the bike paths are closed.

Colleen-Nil

Vicki-Nil

Ray- Recommends basketball hoops be removed to discourage playing in the park and also advised there are groups congregating at the Boater's Parks.

Robert Garcia requested Robert Moses to remove the hoops/nets. He advised the cities have issued Stay-at-Home mandates. The police should be contacted for enforcement.

Robert Moses confirmed that FPI has been advised about police involvement.

Rick-Nil

Laura- Thanked Robert Garcia for his leadership and Cathy for her involvement in updating the website and creating activities for the children.

Robert Garcia also thanked the Cathy for her involvement.

Committee Reports

a. Fining-Harvey Harris advised there would be a tentative virtual fining meeting on April 14th.

b. Landscaping Committee-Leena Gonzalez provided a recap and advised there would be a virtual meeting on Thursday at 4:00pm.

c. Parking-John Savaiko provided a recap of stats. He meets with FPI every Monday to review data. There continues to be compliance since implementation on March 1st. The highest violations occur between the hours of 9:00pm-5:00am. Of the 288 recent violations, 155 were for one home with 12 cars. The SilverLakes attorney is involved. The homeowner is located in Grand Cay and there has been an egregious disrespect of the new guidelines.

John advised FPI is doing a good job and recommends we not transition from the extra guard from 40-to 20 hours a week, but stick to 40 hours due to the current situation.

Motion to keep 3rd Guard, 5 days a week from 9:00pm-5:00am

Motion to approve by Daron Fitch. Second by Vicki Minnaugh.

Colleen conducted roll call and motion passes unanimously

Daron recommended we continue to enforce no on-street parking during current situation and Robert Garcia agreed as First Responders must have access to SilverLakes roads.

Ray asked about the possibility of towing. John Savaiko advised the parking committee is not recommended towing at this time, but per the Master BOD, the sub associations can tow if they have entered into towing agreements.

d. Community Events-Cathy Balenovic provided a recap of contests, activities and events for residents as well as a recap of SilverLakes Cares donations. BOD expressed gratitude for her involvement.

e. Management-Robert Moses

i. Management Office Update

1. Remote Working Site-Robert advised that residents were informed that PPM office was closing, but staff is available via chat, phone, and email as they have a web based system. There is still staff surveying the community as they are considered essential personnel.

2. Impact of COVID-19-Robert advised the Association still has to function during the crisis. There is a lot of stress due to residents financial situation. PPM's focus is on easy maintenance issues; such as trash containers not being left outside, bulk being placed out only the night before collection, and weeds. They are avoiding issuing violations for larger ticket items. Residents that are experiencing hardship can be addressed on a need by need basis.

Daron brought up assessments. John Stevens advised that neither SL docs nor FL statutes allow the BOD to waive payments. The Declarations require the BOD to collect funds. On an individual basis, late fees/collection fees could be discussed. Residents would have to prove hardship. Only late fees/interest could potentially be waived. This would be assessed in May.

Robert Moses explained that PPM staff has a script for continuity of message to explain to residents that call about wanting quarterly fees waived.

3. Office upgrades-Upon re-opening- Robert shared photos of the PPM office lobby expansion/renovation for residents waiting to be seen. There is also a sign-in tablet which has been very successful. He also advised residents are preferring more and more to receive information via email.

Attorney's Report

John Stevens advised that certain sub associations are not holding regular, nor annual meetings. He intends on sending a letter to all sub association Presidents reminding them that by not holding meetings, they are breaching their fiduciary responsibility, as well as breaching FL statute. Decisions cannot be made without holding meetings. Many subs are not complying. Presidents can be held personally liable if decisions are made without holding meetings. Presidents must post meetings and agendas, meet with residents to discuss issues and hear concerns, then in turn bring these to their BOD representative, who in turn can bring to Master BOD.

John Stevens and Robert Moses explained zoom can be utilized, on an ongoing basis, by subs to hold meetings. Annual budget assessments without meetings are not legal. Presidents cannot sign vendor contracts outside of a meeting, nor make budget decisions.

John and Robert Moses are setting up a zoom session for sub Presidents to discuss their obligations.

John also advised that if there is no activity by a President within a 90 day period, the position is deemed vacant.

Motion to approve letter to be sent to Sub Association Presidents by SilverLakes Attorney

Motion to approve by Vicki Minnaugh . Second by Colleen Cheney.

Colleen conducted roll call and motion passes unanimously

Old Business

A. Pool Fence Proposals

Robert Moses advised the Community Pool fence is currently 4' and is not a deterrent. He presented proposals for a 6' wrought iron aluminum fence, with a flat top. Per fire code, an exit button would be on the exit side. The slats would be narrow enough so a hand could not open the gate from the exit side to gain entrance.

Motion to approve replacing 4' fence with 6' fence with All Fencing & Repair at a cost of \$32,750.00

Motion to approve by Vicki Minnaugh . Second by Laura Santiago

Colleen conducted roll call, six yes votes, one no vote-Ray Whittier

Motion passes

B. Pool Fence Access System

Robert presented information on AT & I's Open Path system for secure entry into the Community Pool. The topic was tabled until the May meeting. Robert was requested to obtain more quotes from other vendors.

New Business

a. Proposal to calibrate flow meters-Robert advised we have 17 meters that must be recalibrated on a yearly basis and report to South Florida Water Management District.

Motion to approve calibration of 17 meters by All Phase Irrigation at a cost of \$4,250

Motion to approve by Ray Whittier. Second by Vicki Minnaugh.

Colleen conducted roll call and motion passes unanimously

John Savaiko advised he is grateful John Stevens and Robert Moses are presenting seminars for Presidents on the violation process, how to properly obtain bids/procurement, deal with insurance, and properly manage meetings.

Open Forum

De' thanked Laura Santiago for attending her meeting and thanked Cathy for the events for the community

Harvey asked if Steve Goldman could be added to the Fining Committee. Robert Garcia reiterated the committee volunteer process.

Vicki requested an update be sent of current Sub Presidents.

Robert motioned to adjourn at 9:23pm

Motion to approve by Vicki Minnaugh . Second by Colleen Cheney.

Colleen conducted roll call and motion passes unanimously

Motion passes unanimously.

Meeting adjourned.

Respectfully submitted,

Cathy Balenovic
Director Community Affairs

Colleen Cheney
Secretary