

Silver Lakes Community Association

A Corporation Not-for-Profit

Meeting of the Board of Directors

July 19, 2021 7:00PM

Virtual Meeting via Zoom

In Attendance:

Robert Garcia	President
Daron Fitch	Vice President
Vicki Minnaugh	Treasurer
Terrie Allison	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 7:08pm

Robert welcomed everyone to the meeting.

Terrie Allison conducted Roll Call. All present.

Guest: Barry Fink, CPA, 2020 Year End Audit.

Strong financial statement. Cash balances are high.

2019 to 2020, accounts receivable are off, perhaps due to covid.

Increase in accounts payable. A few bills did not get paid with Comcast.

They were processed, but not paid. A reconciliation was done and adjustments were made.

There were several items that were over budget; legal expenses, tree care, security, bike path-these items contributed to the deficit.

Motion to Approve 2020 Year End Audit

Move to approve Vicki Minnaugh. Second by Daron Fitch

Terrie conducted roll call and motion passed unanimously

Guest: Commissioner Iris Siple

Robert Garcia asked Commissioner Siple to review the flooding after Storm Eta.

Iris advised a lot of residents had questions after the storm. Iris advised a lot of promises were made after the storm regarding policy, equipment, digging, etc. She shared Kevin Hart's response. Iris will ask for an updated report next month as well. She feels pressure should be maintained to improve this huge problem. Iris will provide an update at the next BOD meeting and reassure residents that it's being monitored. Iris thanked Officer Feldman for attending the meeting as previously PP Police were not attending Board meetings.

Robert wanted to know if an additional pumping station could be added at C9. Iris stated that the money for that pumping station was approved, and it will be happening.

Consent Agenda

a. Approval of Previous Meeting Minutes- May 17, 2021

Motion to Approve the Previous Meeting Minutes of May 17, 2021

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

Terrie conducted roll call and motion passed unanimously.

b. Ratify PPM Approved Repairs

Motion to Approve PPM Approved repairs in the amount of \$18,651.98

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

Terrie conducted roll call and motion passed unanimously.

Treasurer's Report

Vicki Minnaugh advised there is \$3,886,742.32 in the Operating Account. The CD at Edward Jones totals \$247,047.11 (matures in Sep) and 5 Money Market accounts at Popular Community Bank total \$1,371,368.86. There is \$1,393,951.95 in the SilverLakes Escrow Account.

President's Report

Robert Garcia stated a good portion of the attendance this evening is regarding the SilverLakes Center. Robert Moses will provide a presentation of the why, where and when of the project. Robert Garcia wanted to take the opportunity to dispel false information on social media. He referenced a newspaper article, published in Jan of 1996. The article was written about the SilverLakes Sales Center and Parking Lot. It was offered to the SL BOD for \$400,000. There was only 2 board members at that time. The two members decided not to purchase the property. It was subsequently sold to the Masons. As a result, the residents of SL have not been able to enjoy the full benefits of a club house. Residents have had to rent the Masons lodge and at a high price. The BOD is now trying to right a wrong that happened years ago, provided it is of no cost to the residents-determining if a center can be provided to residents, within the current park area, with no additional cost/assessments to homeowners. Robert Garcia advised that the management company is paid to manage SilverLakes. Some of those funds are used to lease their office space. Robert advised that the money paid to the property management company is already paid through homeowner's assessments. Instead of them paying an outside landlord, why not pay SL for the rental of office space in a new club house. We can benefit from the exact same money being spent now with no additional fees or special assessments. Will their current payments be sufficient to pay the loan for the proposed clubhouse? The answer is yes, and Robert Moses will speak about this during his presentation. It's important that residents understand that erroneous information was circulated on social media and it is important to listen to the official presentation and there will be an opportunity for questions afterwards. Everyone's questions will be answered.

Directors Report

Daron-NIL

Vicki-NIL

Laura-NIL

Ray-NIL

Rick-NIL

Terrie-NIL

Committee Reports

A. Presidents Meeting

John Savaiko provided a recap of the last week's Presidents' and Leadership Meeting and explained the reason for the Presidents' meetings. Items discussed: SL Proposed Club House, modification guidelines, street parking update, PPM Opening Plan and open forum.

John advised street parking has been trending low, except for March.

B. Fining Committee Report

Harvey Harris provided a recap of May and June 2021. 998 homeowners were cited. 4 parking in May and 6 parking in June. No one attended the hearing. 384 homeowners complied. 553 homeowners were fined; 6 for parking in May and 5 for parking in June. 25 cases sent to the attorney. 0 foreclosures. Harvey advised the fining committee meets even when no one shows up.

C. Security Committee Report

Robert Scopa was absent.

No new reports.

Officer Feldman, from Pembroke Pines, introduced himself. 17 car burglaries and only 2 residential burglaries- one in Emerald Sound, they entered through an unlocked window and one in Misty Harbor, pried sliding glass door. As far as car burglaries, all 16 were because vehicles were unlocked; 1 unknown. One firearm was stolen, and miscellaneous items were stolen from vehicles. The City has seen a decrease in property crimes.

The City of Pembroke Pines is slowly opening up. This Wednesday, there is a Coffee with a Cop event from 8:30am-9:30am. A Shred-a-Thon event is scheduled for August 7th at the City Center for Pines residents only. August 5th will be a Smoothie King with a Cop event. Cookies with Rookies will be coming. Aug 19th, Police Academy will be starting up. Pines Night Out will be held on October 29th at City Center.

Officer Bogus from the Miramar Police Department provided a recap. One burglary. Unfortunately, one fatality today on Miramar Parkway in Miramar. Currently looking for a dark color challenger with left side damage. It appears they were drag racing. Jan-Jul, one vehicle burglary, one drive by shooting.

Delta surge is happening. They are back to masking at the Miramar Police Station. Unvaccinated are becoming ill.

D. Landscape Committee

Leena provided a recap.

Motion to approve invoice #167, #9968, #9980 for a total of \$25,280.

Motion to approve Vicki Minnaugh. Second by Ray Whittier.

Motion passes unanimously.

Robert thanked Leena for the comprehensive report and thanked the committee for their hard work.

E. Lake & Boat Report
De' Barbadaes absent. NIL

F. Modification Committee
Tanya provided a recap

- i. Community Standards and Guideline Changes as discussed as Presidents' Meeting with the addition of:
"The modification application will be setup to ensure residents know exactly which documentation is required to allow for a simple submission process".

Discussion.

Homeowners that never followed the Modification Process, will have to bring homes into compliance, on a case-by-case basis.

Motion to accept Community Standards and Guideline Changes

Motion to approve by Ray Whittier. Second by Terrie Allison.

Motion passes unanimously.

- ii. Modification Request Report;
1449 Modification Requests; 650 were approved and 799 were denied.

Robert Garcia thanked Tanya and the Committee for their hard work.

G. Overflow Parking Committee
Sandra Gakneras was absent.

Robert Moses had a training on the software that will track overflow parking. He advised there has been a lot of improvement to the system. A coordination needs to be set up for a field test with FPI, the software company and Property Management Company. The upcoming meeting on this subject will be in August.

H. Cable Committee Update

Daron Fitch advised SL is in the 5th year of a 7 year contract with Comcast. We currently pay \$61.52, per month, per unit. Our current contract ends Dec 2023. In an effort to keep that outstanding rate, we have begun the process of renegotiating with Comcast or going with a competitor. The decision will be to go with fiber optics moving forward. There are 96 nodes throughout SL. Fiber optics is the future. There are no issues with throttling with fiber optics. If we can get fiber optics for the same amount, then it is a no brainer. This is the Committee's goal. Fiber to every home, at the same cost, that is the stated goal. However, fiber means construction, 12 -14 months to build out. 4 potential vendors have been contacted; Comcast, Hotwire, Bluestream and Atlantic Broadband. We are starting two years before current contract ends;

detailed RFP has been sent to the 4 providers. It will be a process with building, boring and trenching. All vendors have an action plan. It is a process, but fiber optics is a win for homeowners for the future. They will determine the least obstructive process. It will be a phased approach.

Bulk Service Preparation Timeline

- Complete RFP to potential providers by 7/15/21
- Final proposals to SilverLakes by 8/31/21
- Contract negotiations 8/1/21-9/15/21
- Vendor selection recommendations to the BOD-9/20/21
- Vendor approval-10/18/21
- Design Permitting and ordering of materials 11/1/2021-12/31/2021
- "Fiber to the Home" network build out
Comcast 12-16 months
Other providers 18/24 months

Discussion.

Robert Garcia thanked the Cable Community for their hard work.

I. Community Events Recap

Cathy Balenovic provided a recap of contests, 30th Anniversary Celebration, Past Events and Upcoming Events, as well as Spotlight on Original Owners. She also encouraged residents to find information on the SilverLakes Website, Channel 97, and SL Social Media.

J. Management-Robert Moses provided a recap on:

i. Paving Project Update

Tree Removal/Replacements

Tiffany Cove-Complete

The Isles-In Progress

The Enclave-In Progress

Sapphire Shores-TBA

Root Barrier/Milling/Paving

The Isles-Root Barrier Complete -M & P-TBA

The Enclave-Root Barrier Complete-M&P- TBA

Marina Isle-Root Barrier-Complete-M & P-In progress

Pelican Sound-Root Barrier-Complete- M & P In progress

Tiffany Cove-Root Barrier Complete- M & P-7/21/21

Marina Sound-Root Barrier-In progress-M &P-TBA

Pelican Isle-Root Barrier-In progress- M & P -TBA
Sapphire Shores-TBA

ii. Swale Tree Map Update

- A PDF was sent to all the Community Board Presidents.
- Earth Advisors has completed all year 1 maintenance data migration and set up for the swale tree application
- The final phase in preparation for the Board member access to allow for address searches and specific community filtering

These changes are expected to be finished this month.

A meeting will be scheduled for August 17th at 7pm. This meeting will be a system access training for all community presidents and representatives.

iii. PPM Office Opening

Cases surging in FL, PPM wants to take into consideration safety of staff.

PPM Office Opening

Pines Property Management takes the safety of staff and residents seriously.

We also understand the importance of being available to the residents for face-to-face transactions.

We are closely monitoring COVID 19 cases in our area and will continue to take precautions for everyone's safety while the transition to normal continues.

Our office will begin the "Initial Opening Phase" on Tuesday, August 2, 2021.

Initial Opening Phase:

Monday, Wednesday and Friday - Open to residents by appointment only.

Appointments can be scheduled:

Via email at support@pinespropertymanagement.com

Phone (954) 438-6570

Online chat: www.pinespropertymanagement.com

during office hours

This opening phase will be closely monitored and adjusted in the coming months.

Safety Protocols:

- Unvaccinated visitors are encouraged to wear PPE.
- Vaccinated visitors may wear PPE if desired.
- PPM staff will be wearing PPE for everyone's safety

The opening phase will be closely monitored and adjusted in the coming months.

Attorney's Report-

John Stevens advised the State has passed amendments to statues. Before an HOA can start the collection process, an additional 30-day demand step has been added. There have been some litigation issues; a shooting at a party. Tenants have been removed. There is another property in Phase 4 renting house as party home. Tenants have ben removed. Litigation is still ongoing with owners of the property.

Old Business

NIL

New Business

- a. Community Center Discussion
 - i. Resident Poll

Robert Moses provided a recap.

SilverLakes engaged the services of Cordova Rodriguez and Associates Engineering to conduct a \$5K feasibility study, to determine the possibility of building a community clubhouse. The engineer conducted a number of due diligence items including:

- Land use
- Water & Sewer Service availability
- Finished Floor Elevations
- Drainage and Surface Water Management
- Traffic Circulation
- Off-Street Parking
- Landscaping

The engineer has determined that a clubhouse with a similar footprint to the existing Masons Lodge can be accomplished within the existing open space at the Community Park.

Feasibility Study Results

- The land is currently zones as a Planned Unit Development. This allows for improvements that benefit the community residents.
- Adequate water connections are nearby to meet the building requirements.
- Sewer service can most likely be accommodated with the existing pump station. This is subject to change.
- The feasibility study has concluded that the proposed location is more than adequate to construct the proposed clubhouse.
- Drainage is sufficient to accommodate the proposed improvements.
- Traffic will utilize the existing entrance and exit with the addition of a new parking area and extending the existing parking spaces.
- Minor changes will be required such as:
 - Relocating the volleyball court and beach
 - Adding additional parking-currently estimated at 45 new spaces. Minimum spaces required-40

- Some tree relocations will be required, along with any additional landscaping requirements.
- Civil Engineering costs have been established.

The Proposed Map location was presented and reviewed.

Proposed Structure and Layout

The proposed clubhouse layout and appearance is similar to the existing Masons Lodge, with minor changes.

The proposed building will have:

- 2 floors
- 1st floor-open meeting space with restrooms and a kitchen
- 2nd floor-Office space with restrooms
- 1 elevator and 2 sets of stairs as required by code
- Wrap around veranda with a step down to a new boardwalk
- Extended boardwalk attaching to the existing dock
- An option to install a gazebo to the new boardwalk
- Up to 45 parking spaces to comply with City building code for the new building and the intended use

Project Costs: Short Term Costs

Preliminary Consultant Fees (includes design and plan submittal)-Provided by the feasibility study firm, Cordova Rodriguez and Associates.

- Consulting Engineering and Planning Services-\$30K
- Architect-\$100K
- Landscape Architect- \$9K
- Mechanical, Electrical Plumbing- \$7K
- Geotechnical-\$5K
- Structural-\$15K

Approximate budget for consultant fees, designs and plan submittal-\$166K

Proposed funding for these costs to come from Operating Retained Earnings.

Future Costs

Estimated Construction Costs

Site Construction

This includes site prep, parking lot, water and sewer, and other site related costs-\$150K

Building Construction:

Preliminary discussions with an architect provided that a similar building to the existing Masons Lodge would be approximately 1.5 M to \$1.7M. This estimate is based on a cost of \$250/SF (This estimate is on the higher end)

These costs are to be funded from a Line of Credit/Construction Loan

Preliminary Timeline and Costs were presented.

2019 & 2010 Unused Capital Improvement Funds- \$215,000

2021 Remaining Capital Improvement Funds-\$150,000

2022 Expected Budget for Capital Improvements-\$250,000

Total Capital Improvements Funds available at start of 2022 - \$615,000

Summary of Timeline

Project consultants City Approval 12-14 months

Construction bidding 1-2 months

Construction permitting 1-2 months

Building construction 12-14 months

Completion and Opening Date: 1/1/2024

2023 Year End Total from Operating: Interest payments on construction draws
Excess construction costs to complete the project

Financing Options

Line of Credit \$1M

- Term 24 months
- Interest rate (fixed) 3.40%
- Estimated Monthly Payment-Depends on draw amount

Benefits of line of credit:

- Locks in the interest rate of 4.66 (fixed) for duration of the credit line
- Association only pays on the amounts drawn from the credit line
- The line of credit can be converted to a construction loan prior to the termination of the credit line at 4.65%, for a 20 year term.

Construction Loan-1M

- Term 20-Years
- Interest rate (fixed) 4.65% (current estimate. This is good for 60 days)
- Estimated Monthly Payment-\$6,414

Note: SilverLakes Governing Documents provide that the Association may obtain a loan for Capital Improvements. Any loans exceeding 5% of the amount of the annual budget must be approved by a majority of the Voting Members.

Cost Reduction Options were presented; ie reduce parking spots, chose a different roof style, eliminate boardwalk or extra gazebo, reduce veranda, and/or reduce overall square footage.

Project Costs and Impact to Residents were presented.

Office lease space expected to provide \$6500 a month

Clubhouse rentals-expected to provide \$1200 a month (based on one \$300 rental per weekend)

Total Estimated Clubhouse Rental: \$7,700/month (estimated)

Clubhouse Rental Fee Comparisons were presented.

- For example, West Broward Hall charges \$800 for a 4 hr minimum to rent the lodge on Saturday evenings.
- Sunset Lakes charges \$400 for 4 hours (plus cost of security and deposit)

Benefits to Community were presented.

For example:

- Annual sub association meetings can be held at the Clubhouse
- Community Events can be held indoors
- Residents will be able to rent the clubhouse, at a reduced price, for graduation, birthday, and other parties.
- There is also an advantage to having the Property Management Company on site in SilverLakes.

Next Steps

- Community Resident Poll
- President Meeting to review poll results
- Board to approve proceeding with the engineer and consultants for the application.
- Voting members meeting to approve the loan
- Board to approve the final design for submittal
- Submission of plans to the City of Pembroke Pines

Questions to Board.

John Stevens reviewed site map. He advised the Masons own the existing parking and SL has an easement agreement for the parking for SL recreational facilities, on a first come, first served basis. The language of the agreement is interpreted differently by SL and the Masons. John advised that the design has additional parking and access road so easement agreement is not infringed upon.

Daron advised not to reduce parking. Daron asked John about real estate taxes as a non-profit. Robert Moses advised tax situation is different, as it is a facility for residents. Daron advised there might be an additional insurance expense.

Rick brought up possible conflicts with a wedding rental and parking spots being used for the park. Robert Moses advised there is an opportunity to add more parking spots.

Laura wanted to know if there is an expiration on the easement with the Masons. John Stevens advised there is no expiration and also stated the design is being done to avoid conflict with the Masons. Laura asked if we are renting just to SL residents. Robert Moses said the clubhouse will just be for SL residents.

Daron also doesn't feel we should reduce the design of the veranda and boardwalk as that space is desirable.

Rick asked if there were discussion with the Masons. Robert Moses explained there were multiple discussions with the Masons, including offering to purchase the Lodge. The Masons were not interested in selling. They understood what we are considering and also understand it is potential

competition to their lodge. There has been no further feedback. It was expressed to the Masons that the SL Club House is for SL residents.

Questions from residents

Alex from The Enclave. Rental income assumption.

Excluding events, lease money is from Property Management Company.

Robert Garcia explained that it will be in the RFP that any Property Management Company wishing to bid on the SL vendor contract, will have to rent the second floor of the building.

Elizabeth's concern is the emphasis on PPM renting upstairs.

Robert Garcia advised that the idea would be to rent the upstairs to the Property Management Company and they would manage SL and whomever else they manage. As already mentioned, any Property Management Company would have to agree to rent second floor. Management Company will now be located within the property.

Chat comments were looked at:

Will bids be going out for each consultant position? Robert Garcia advised RFP's would go out. Some bids may have an entire team. But bids will go out for all pieces of the project.

Who will be Project Manager? RG advised the idea is that an Engineer Firm would be the Project Manager and also a rep from PPM. Will there be an additional charge for that? It is incorporated into costs already.

Who will manage leasing and maintenance?

Robert Moses said managing the leasing and maintenance is feasible. That would be negotiated at contract renewal.

Are there any Board members not in favor of this and do any Board members live opposite the lake? Daron is in favor of the project. Terrie is in favor of the project. Laura is still thinking about it and she will vote in favor of her community's majority.

Robert Garcia said the goal is to keep residents happy. Robert advised that a poll will be sent to every resident, for which an email is on file. The data will be collected and the data will be reviewed at the next Presidents' meeting. The Board cannot move forward until the Voting Members vote.

John Savaiko recommends posting the presentation and an info sheet with revenue projections and evolution so residents know what they are voting on and evaluate amenities residents would want.

Marlen Zinn lives across from proposed site. He is not happy about it. He wants a peaceful situation. This isn't a clubhouse with a gym. Just a shell of a space for easter eggs. It's going to be noise and chaos. The parking lot overflows when there are parties at West Broward Hall. There are other open areas to build.

Robert Garcia advised he understand how the 10 to 12 homes on the lake feel. He reiterated that everyone will have a chance to voice their opinion in the poll.

Can an HOA rent a club house? John Stevens advises there is no legal restriction to do so. A lot of HOA's have onsite Property Management Companies.

How will the potential noise be addressed? Robert Garcia advised FPI will have to handle this.

What about Property Insurance? This will be addressed.

Will residents be charged for gathering like exercise classes? Robert Garcia advised no.

Robert Garcia asked Robert Moses when he will be able to get the poll out. Robert advised it will be sent out tomorrow. He asked Cathy to coordinate posting on social media.

Open Forum

Eric from Crystal Sound. Question about palms.

Robert Garcia thanked everyone for attending the meeting and all the correct information about the Clun House was presented this evening.

Motion to adjourn at 10:36pm

Motion to approve by Ray Whittier. Second by Terrie Allison.

Motion passes unanimously.

Meeting adjourned.

Respectfully submitted,

Cathy Balenovic
Director Community Affairs

Terrie Allison
Secretary