

Silver Lakes Community Association

A Corporation Not-for-Profit

Board of Directors Meeting

July 17, 2012 7:00PM

West Broward Hall

In Attendance:

Steven Goldman	President
Daron Fitch	Vice President
Colleen Cheney	Secretary
Vicki Minnaugh	Treasurer

Directors:

Ray Whittier
Robert Garcia
Richard Collum

Also In Attendance:

Deborah Lisiewski	Representing Pines Property Management
Donald Neuman	Pines Property Management
John Stevens	Counsel for the Association
Cathy Balenovic	Director of Community Affairs

Board of Directors Meeting - Call to Order

Meeting call to order by President, Steven Goldman at 7pm.

Colleen Cheney conducted roll call and all members were present.

Motion for the Board to permit a homeowner, Mr. Fink to speak before the Board directly after Barry Fink's presentation.

Motion by Robert Garcia, Second by Vicki Minnaugh. Unanimously approved.

Mr. Fink presented the financial audit for 2011. The audit showed very strong cap position for operating and replacement funds. Concerning testing that was done for PPM; the controls were very strong and all information was timely and accurately provided. The only negative comment concerns the collection of accounts receivable. The current estimated real equitable value is 1.2 M as of December.

Motion to approve the 2011 Certified Financial Audit

Motion by Vicki Minnaugh, Second by Robert Garcia. Unanimously approved.

Motion to approve May 22, 2012 Board of Director's meeting minutes

Vicki Minnaugh entered motion to approve minutes of May 22nd.

Colleen Cheney advised a correction was needed concerning the directive for FPI concerning parking violations, only when there is a hazard or danger is a temporary one, and will be revisited at the end of the summer.

Vicki Minnaugh amended motion to include this correction.

Second by Ray Whittier. Motion passed unanimously.

Motion to approve Continuation of Board of Director's meeting minutes from June 5, 2012

Motioned by Vicki Minnaugh, Second by Ray Whittier. Motion passed unanimously.

Mr. Reyes, a resident of Marina Sound, addressed the Board concerning his concerns regarding alleged inconsistencies with approved and denied modification requests. He is currently in litigation with the HOA and respectfully requested SilverLakes to reconsider his lawsuit and dismiss it.

Treasurer's Report

Vicki Minnaugh advised that as of June 20, 2012, SilverLakes has an operating account balance of \$3,061,698.36.

Certificates of Deposits; Met Life has a balance of \$252,700.12 and Community Bank, a balance of \$247, 619.96 for a total of \$500,320.08.

Money Market accounts with Banco Popular; MM1, a balance of \$92,752.94, MM2, a balance of \$277,624.98, MM3, a balance of 191,477.98 and MM4, a balance of \$249,913.26 for a total of \$811,796.16.

Current Year Net Income: \$132, 853.33

The CD that matures on July 1st will be automatically rolled over at an interest rate of 1.05%.

The Cable Escrow is \$583,000.00.

Vicki advises the Association is in very good financial condition.

Director's Report

Daron Fitch addressed the Board about the President's meeting held on July 2nd. 21 Presidents attended and there was good discussion. Daron thanked Manny Benitez for his efforts in the good turnout. There were two main topics of concern for the BOD to address. The first is insurance requirements and contracts as relates to insurance. Daron advised our attorney, John Stevens, would address these issues later in the meeting. The second was the desire by the Presidents to review our by-laws and update antiquated provisions. Daron discussed this issue with the Board and the best way to handle this is through the already existing standing Presidents Committee. The Community Standards Manuel has recently gone through revisions in March of 2012 and had previously been revised in 2010 as well as 2007. The Presidents can review and make recommendations and suggestions. However, it is ultimately up to the Board to approve or not. John Stevens will attend the next President's meeting.

The March 2012 modified guidelines needs to be posted on the SilverLakes website. Agenda for BOD meetings also can be posted on the website.

Daron mentioned the Presidents discussed violation notices. Daron advised there was a directive in 2011 for more aggressive enforcement and that there was a decision by PPM to enforce more uniformly. However, Steven Goldman explained that not all communities are created equal and provided examples .

Another issue that arose was the assignment of Property Managers. Don Neuerman explained that PPM rotates Property Managers for consistency. Daron also explained there is a process in place for uniformity. Don also advised, however, that if a President is displeased with a Property Manager after a certain time frame has gone by, the Property Manager can potentially be changed.

Lastly, the issue of FPI parking and shift changes was discussed. Daron advised there is no solution at this time and therefore shift changes will continue at the Boater's Park, however it has been requested of FPI to be less conspicuous.

President's Report

Steve Goldman advised that the decision was made that committees could hold public meetings as the homeowners demanded it. Recently the landscaping committee held a meeting and issues arose whereby the committee was dealing with issues outside the guidelines of the committee. The landscaping committee is to deal with issues concerning SilverLakes common area, ie grass, flowers, trees and irrigation. He also advised that John Stevens will expand on the insurance concerns during his report as there is potential liability when a committee member is walking or driving with a vendor in the community as part of their committee responsibilities.

He also addressed the issue of interference with vendors. Once a vendor's contract is signed, homeowners, Presidents and Board of Directors are not to get involved with the vendor's work. Any issues that arise must be addressed via Pines Property Management.

Committee Reports:

Security Report

Ron Hopkins advised the security committee quarterly reports, as well as parking regulations and hurricane information are now on the website. Crime is slightly up this quarter. Majority are opportunity crimes, for example, vehicles left unlocked. Steve Goldman acknowledged the e-mail from Commissioner Castillo recognizing the fine job by the Committee. Colleen referenced the 743 parking violations and inquired if the temporary hold for only dangerous or hazardous parking for the summer has impacted the violations. Ron advised there has been less parking violations.

Fining Report

Andy Asensio advised that for the second quarter of 2012, 1356 homeowners were cited, 40 homeowners attended hearing, 52 homeowners were granted extensions, 795 homeowners were in compliance, 469 homeowners were sent \$1000 letters. He also noted that homeowners feel that fining is generating revenue for SilverLakes. John Steven explained that the Board will waive potential fines for residents that want to comply. Andy also advised 25% of homeowners receive violation notices and that pictures are now included with violation notices.

Landscaping Report

Leena Gonzalez presented a list of trees for approval.

A motion was presented to accept the trees by Vicki Minnaugh , second by Robert Garcia.

After discussion over the types of trees, Steve Goldman withdrew motion and requested Debbie Lisiewski work with the city for palm replacement guidelines.

The second topic was the main monument. Leena presented plants for the BOD to view.

Motion to approve the choice of Variegated Copperleaf

Motion by Vicki Minnaugh, Second by Robert Garcia. Motion passed unanimously.

Communications Report

Cathy Balenovic provided update on "Yoga by the Lake" classes, Dog Obedience Classes, Boot Camp Fitness and "Meditation by the Lake" classes.

Currently holding a contest for the 100th Facebook follower. Winner will be announced.

Roz has completed new fonts for the SilverLakes website.

No change in events budget from last meeting. Balance remaining: \$1,027.37.

Management Report

Debbie Lisiewski advised there will be a large front loader by Malibu Pointe for repairs bring done by South Broward Drainage District.

Street lights on the common area. Monthly inspection will be done. PPM staff reporting all street and entrance lights in the common areas only.

The queen palms on Pines will be taken care of by Varney.

Solar light will be delivered on the 23rd. 2 containers and a dumpster will be situated on the roundabout by the Community Pool park for 2-3 weeks.

Booklets need to be reviewed by the Presidents and reprinted and this needs to be budgeted for.

Permits will be finalized for the pump station on 178th and Pembroke Rd. Approval was obtained from South Florida Water Management.

Meeting with the city of Pembroke Pines for the shades on Aug 9th. Pathways are being worked on at this time.

The LED lights are completed for Phase I and Phase II is starting.

Gazebos are almost done.

Debbie discussed the pathway at Phase IV and explained why the edges in some areas are not as smooth as in other areas. The City of Miramar did sign off on it. However, some corrections will be made.

Attorney Report

John Stevens advised he would address the issue of insurance as well as what Board members, sub association board members, volunteers and committee members should and should not be doing.

John advised that recently, anyone trying to hire a vendor was told by a Property Manager that the vendor would have to execute an addendum that requires them to have insurance and that this information has not been well received. He explained that the Association's insurance company requires that each and every vendor hired, regardless of the vendor's size, must sign a written

contract which contains a hold harmless/indemnification agreement and vendor must have insurance as well as workers compensation insurance. If we do not comply, we will not be covered by our policy. Currently, all sub associations are covered under one insurance policy. The Board is looking into separating the master insurance from the sub association's insurance and John recommends this. It may be more costly, but worth looking into.

John also advised that committee members or Board members that are inspecting property or assisting in a repair, are creating potential liability. He further advised that no one should be engaging in any work on behalf of the community. Property Managers should be contacted to arrange this. If someone wishes to go ahead and do so, he has created a release and indemnification/hold harmless agreement document for volunteers to sign releasing the Association of any liability if they are injured while doing any work.

John mentioned there will be a seminar/workshop for Board members to attend whereby these issues will be discussed and also mentioned all participants in community events (ie Yoga by the Lake, etc) are also signing hold harmless agreements.

John also advised that Pines Property has a list of vendors that meet the insurance requirements.

Additional topics, John provided an update concerning the situation with Sapphire Shores. The Association was able to obtain a permanent injunction prohibiting the involved individuals from entering SilverLakes property. This had not been respected and John is working on enforcement.

As far as litigation concerning a Phase IV property, there is a large ficus tree in the swale area, over 15+ years old. The case has been settled, however part of the settlement is that the Association would pay for the removal of the ficus. The homeowner would be responsible to pay for the installation of a new tree.

Motion to pay for the removal of the ficus tree at a cost of \$600.

Motioned by Robert Garcia, Second by Vicki Minnaugh. Motion passed unanimously.

Motion to approve the hold harmless agreement for volunteers and Board members to sign

Motioned by Vicki Minnaugh, Second by Ray Whittier. Motion passed unanimously.

Steve Goldman advised that if a volunteer does not wish to sign, then the volunteer cannot serve. He also requested that Debbie send the waivers to all volunteers of the committees and the 39 Presidents with copies for their Board members for signature. John will create a cover letter. It is also preferable that the waivers be notarized.

Waiver and cover letter to be posted to website.

Old Business:

A. Sub monument wall design

Move to approve CDI option #4, in the amount of \$62,230.07

Motion by Vicki Minnaugh, Second by Robert Garcia. Motion passed unanimously.

New Business

A. FPI needs a consistent process for entering gate-by-code SilverLakes communities.

Motion presented to purchase equipment whereby FPI patrol cars can enter these communities with a remote device. The receiver, transponder and labor will cost \$1,204.00 + tax.

Motion to approve purchase for \$1,204.00 + tax

Motion by Daron Fitch, Second by Ray Whittier. Motion passed unanimously.

B. Review proposals from EEC.

Motion to accept Landscape Plans for 2012 for a total of \$8,355.00.

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

Motion to adjourn at 9:46pm. Motion passed unanimously.

Respectfully submitted,

Cathy Balenovic
Director Community Affairs

Colleen Cheney
Secretary