



The Shores at Berkshire Lakes
Master Homeowner's Association, Inc.
Board of Directors Meeting
August 25, 2022
9:00 AM

Attending:

Board Members: Tony Vaccarino, Doug Nelson, Britt Ragle, Lee Kurasowicz, Steve Girard, Angela Mariani, Matt Difabio

Treasurer: Linda Myron

Anchor Associates: Kevin Frost

Tony Vaccarino called the meeting to order at 9:00 AM.

A quorum was present. The Proof of Notice was reviewed and is acceptable.

Meeting:

The following rule was used for the meeting. An owner may speak for three minutes on any agenda item, no member may speak more than once until all owners wishing to speak for the first time have done so, and owners may speak only twice on a single agenda item, the second time for one and a half minutes. Only the items on the agenda will be discussed.

Approval of the Minutes:

Lee Kurasowicz made a motion to amend and approve the meeting minutes for July 21, 2022 by inserting in the New Business section, Mailbox Maintenance Plan, the following sentence: "The other option discussed was to provide physically disabled members front and back-door mailboxes upon request." Tony Vaccarino seconded the motion, Vote 5 to 0. The motion carried. Tony Vaccarino made a motion to approve the meeting minutes for August 3, 2022. Lee Kurasowicz seconded the motion, Vote 5 to 0. The motion carried.

Treasurer's Report:

Linda Myron reported that we received the financial statements for the month ended July 31, 2022 from Anchor Associates. Budgeted revenues were \$135,346.00, actual revenues were \$136,731.00 for a positive variance for \$1,385.00. Budgeted expenses were \$134,874.16, actual expenses were \$140,337.18 for a negative variance of \$5,463.02. Our net increase to Equity for the year is \$5,594.12.

A handwritten signature in black ink, appearing to read "Britt Ragle".



Lee Kurasowicz made a motion to accept the treasurer's report. Tony Vaccarino seconded the motion. Vote 7 to 0. The motion carried.

ACC Committee:

7912 Leicester Dr. – Install swimming pool, pool deck, and screen enclosure *Approved*

7409 Meldin Ct. – Replace roof, *Approved*

7821 Berkshire Pines Dr. – Revision to prior request: add a skylight, *Approved*

7700/7704 Haverhill Ct. – Replace villa roof, *Approved*

Lee Kurasowicz made a motion to accept the above ACC recommendations. Tony Vaccarino seconded the motion. Vote 7 to 0. The motion carried.

ACC Committee Resignation

Nick Forte is resigning from the ACC Committee effective September 1, 2022.

Tony Vaccarino made a motion to accept Nick Forte's resignation effective September 1, 2022. Lee Kurasowicz seconded the motion. Vote 7 to 0. The motion carried.

Tony thanked Nick for his dedication and service to the community.

Social Committee:

Nothing new for September but will get things rolling in October.

Lake Committee:

The new lake management company starts September 1, 2022. The lake is in much better shape than it was this time last year and the water level is high because of the rainy season. There are not many weeds floating on the surface of the water.

Appeals Committee:

No report.

Old Business:

- Water fountain replacement update:
The fountain behind the clubhouse will not be installed until the electrical panels are moved. The electrical parts for the panel are scheduled to arrive the second week of September. Once the parts are in, the electrical panel will be moved and the new water fountain will be installed.
- Clubhouse parking lot drainage recommendation:
Southern Coastland Services was onsite and reviewed the blueprints of the parking lot. Their recommendation to correct the drainage issue is to create a swale that will allow



water to flow from the parking lot to the lake. It will be in accordance with the Collier County environmental plan. We should have their quote by September 2nd.

New Business:

- Approval of proposal for removal and replacement of waterline pool tile:
Received the Pinch A Penny quote for the tile work.

Tony Vaccarino made a motion to approve the \$18,900 Pinch A Penny quote for the removal and replacement of the waterline pool tile subject to receiving warranty information. Lee Kurasowicz seconded the motion. Vote 7 to 0. The motion carried.

- Approval of pool fencing quote:
Received the Carter Fence Company quote for installing new swimming pool fencing.

Tony Vaccarino made a motion to approve the \$15,188.00 Carter Fence Company quote for installing new swimming pool fencing (bronze color). Lee Kurasowicz seconded the motion. Vote 7 to 0. The motion carried.

- Approval of power washing of exterior side of the perimeter wall of The Shores:
Received the EZ Exterior Cleaning quote for cleaning the exterior side of the perimeter wall of The Shores.

Tony Vaccarino made a motion to approve the \$7,495.00 EZ Exterior Cleaning quote for cleaning the exterior side of the perimeter wall of The Shores. Lee Kurasowicz seconded the motion. Vote 7 to 0. The motion carried.

- Replace 2 fans in the fitness center:
The fans in the fitness room are scheduled to be replaced by the end of September.
- Discussion of quotes for the replacement of the EBSCO digital signs:
The HOA has checked with the original installer of the signs and the pricing is around \$10,000.00 per sign plus installation. Anchor Associates is checking on other types of signs too. While doing the research one vendor told us that digital messaging boards are not allowed in gated communities in Collier County. The HOA is going to confirm this with the county.
- Discussion of security person schedule for upcoming holiday weekend:
The HOA has scheduled the services of a local security service for security coverage on a random basis which will include the Labor Day Weekend.
- Discussion of landscaping quotes:
The HOA has sent out requests for proposals to some landscaping companies. So far, we have not received any quotes. Some the companies that were approached turned us



down. Tony and Kevin are meeting with the BrightView branch manager to discuss quality of work issues and improvements that are needed.

- The count of mailbox maintenance that needs immediate attention for paint and renumbering:
Anchor Associates counted the number of mailboxes that need immediate attention for paint and renumbering. The result was 181 out of 329. The painting includes the mailbox and the post. It was decided that all 329 mailboxes would be done at the same time. The cost will be approximately \$13,000 and the money will come from the infrastructure repair account for the repairs. A different style of number will be used on the mailboxes.

Tony Vaccarino made a motion to repair all of the mailboxes at one time. Doug Nelson seconded the motion. Vote 7 to 0. The motion carried.

- Discussion that a front and backdoor mailbox option be made available to owner-applicants, for themselves or for members of their immediate family, who are physically disabled:
There was discussion about residents having a double door mailbox, with one door on the front and one door in the back. It was suggested that any requests for the double door mailbox should go through the ACC committee and if approved, it would be at the resident's expense for the double door mailbox and the installation. One concern is finding double door mailboxes that are the same size as the current mailboxes.

Lee Kurasowicz made a motion that a front and back door mailbox option be made available to owner-applicants at The Shores expense, for themselves or for members of their immediate family, who are physically disabled. No second was obtained for the motion. Therefore, the motion was not considered for further discussion by the directors.

- Discussion of sidewalk inspections for possibility of tripping hazards:
The sidewalks were recently inspected and corrective action was taken to remove any tripping hazards. Another walk around inspection will take place next week. If any resident sees a sidewalk tripping hazard, please take a photo of the hazard and send it to Kevin at Anchor Associates.
- Discussion of damage to video camera and mounting post structure at Radio Rd:
A resident hit the Radio Rd post and camera with their vehicle and reported it to the management company. The cost to the resident will be \$922.00 for the camera and \$500.00 for the post and concrete work.



- Discussion of access to The Shores website for posting specific documents:
Tony said that an administration panel will be added to the website to accommodate assigned individuals to make changes, additions, etc. to the website.

Doug Nelson made a motion to move all the HOA financial data and HOA Minutes over to the Anchor Associates portal and to remove them from the website so they will be secure. Then the owners can log in to the portal and view the information. Tony Vaccarino seconded the motion. Vote 7 to 0. The motion carried.

Fines:

None

Announcements:

None

Member's comments or questions on agenda items:

A member asked about the use of bleach or chlorine to remove mold on roofs. *The HOA will check with local authorities on what precautions need to be taken by the vendors when cleaning roofs with chlorine.*

A member asked that an agenda line item, "The possibility of hiring of a professional negotiator to help with negotiations of our next TV and Internet contract," be added to next month's Board Meeting. The contract expires in 8/1/2025. *This will be taken under advisement.*

A member is concerned about the mailbox plan. He feels that the Master Association is creating a benefit for a portion of the community, i.e., villas and single family homes and not for the condos in The Preserve. *A line item will be added to the budget for the mailbox maintenance, and will be associated with the villa and single family home owners only. Our treasurer suggested that the MHOA take a dollar amount per unit out of the MHOA infrastructure reserve account and give it to The Preserve to use for condo expenses in order to compensate them for the withdrawal of funds per unit for villa and single family mailbox repairs.*

A member is concerned about the TV and internet contract that will be coming up and would like to be on a committee that will be discussing this. *The HOA will come up with a team to discuss the new contract and develop strategies for negotiations and the member will be given consideration.*



Adjournment:

Tony Vaccarino made a motion to adjourn the meeting. Steve Girard seconded the motion. Vote 7 to 0. Meeting was adjourned at 10:20 AM.

Respectfully submitted,

Britt Ragle
Secretary