

**BERKSHIRE LAKES MASTER ASSOCIATION
495 BELVILLE BOULEVARD
NAPLES, FLORIDA 34104
APRIL 21, 2021**

The regularly scheduled meeting of the Berkshire Lakes Master Association was held on Wednesday April 21, 2021 at the Berkshire Lakes Clubhouse and on Zoom. The meeting was called to order by Allen Bouley at 7:05PM.

ROLL CALL OF DIRECTORS:

Maureen Richards, President

Charles Lascari, Director

Linda Craig, Secretary

Also attending was Orie LaCroix, Treasurer

David Orr, Vice President

Robert DeMarco, Director

Allen Bouley, Ability Management

PROOF OF NOTICE OF MEETING:

It was established that the date, time, place, accessibility and nature of the meeting had been posted on the Association bulletin boards in compliance with state statutes.

DISPOSAL OF OUTSTANDING MINUTES:

Charles moved and David seconded a motion to accept the minutes of the March 29th meeting. The vote to approve was unanimous.

PRESIDENT'S REPORT:

- Over the summer when the office is not so busy, Karen will endeavor to update physical and email addresses of all owners in Berkshire Lakes.
- When publishing information about fines, customer codes will be used instead of addresses.
- Email traffic among Board members should be used within guidelines. Allen will explain.
- There is a petition circulating to approve overnight truck parking. There is also a petition circulating to reaffirm the status of no overnight truck parking.
- We have scheduled a meeting with Collier County and MSTU on May 5th at 10 AM to discuss our water issues on Devonshire Boulevard and elsewhere.

OPEN MEETING:

Three new homeowners introduced themselves to the Board.

REPORTS:

- Treasurer's Report. See attached
- Manager's Report. See attached.

OLD BUSINESS:

- Reserve Accounts. All our reserve accounts are non-statutory. Linda moved and Maureen seconded a motion to accept the new reserve accounts as submitted by the Finance Committee. The vote to approve was unanimous. David moved and Charles seconded a motion to revise page 15 of the Director's Handbook to allow expenditures of up to \$10,000 without the Finance Committee's approval. The vote to approve was unanimous. Linda and David will meet with Orie on Monday to clarify the funds to be deposited into the Remediation Account.
- Lakes Update. The riprap is complete on Horseshoe Lake with the exception of the 60 lineal feet behind the tennis courts that was included in our only change order to date. Seabreeze has begun planting on the organic shoreline which is approximately one third finished. Total expenditures at this point are \$276,927.46. This includes \$61,314.90 for engineering fees and \$15, 890.26 for attorney fees. These fees

are significant but should not be reoccurring. Our current contract with Seabreeze can serve as a template for future contracts and the engineering review covered all five lakes so that does not need to be repeated. Once the final payment is made to Seabreeze, Hole Montez is paid and a check is written for the change order; the expenditures will be \$393,233.11. David moved and Linda seconded a motion to begin the process of drilling an irrigation well by the park opposite Vancouver by hiring Hole Montes to produce drawings for SFWMD. The vote to approve was unanimous.

- Amenities. David moved and Charles seconded a motion to open the Clubhouse with a limit of 40 people and 5 in the library at a time. Masks will be recommended. The vote to approve was unanimous. Linda moved and Maureen seconded a motion to eliminate the fee to homeowners for use of the Clubhouse. Homeowners will be charged a \$250 security deposit and a cleaning fee which will be refunded if not needed. The vote to approve was unanimous. *Footnote: A few days after the Board meeting, Governor DeSantis extended the State of Emergency in Florida so the Clubhouse will not be opened for another 60 days. The two commitments made in the meantime will be honored.*
- Website Review. Linda moved and Maureen seconded a motion to hire RGB to produce a website for Berkshire Lakes. Bob asked to see a copy of the proposal before voting upon the motion. The Board agreed to send him a copy for his review. A special meeting would be scheduled after his review to vote on the measure.
- Rules and Regulations. At the special meeting to vote on the website, the Board will also review the Rules and Regulations.

NEW BUSINESS:

- Board appointment. Linda moved and David seconded a motion to approve Walter Sanford as our new Board member. The vote to approve was unanimous.
- ARB Appointment: Maureen moved and Charles seconded a motion to appoint Sara Baldwin as a new member of the ARB. The vote to approve was unanimous.
- Compliance. Charles moved and Maureen seconded a motion to hire Domestic Protection Services to monitor our overnight truck parking problem on a three month trial basis. Four directors voted to approve. Bob voted against.
- Pool Furniture. Linda moved and Maureen seconded a motion to spend no more that \$10,000 on new pool furniture. The vote to approve was unanimous.
- Fine's Committee's Responsibilities. Bob made a two part motion: 1. In order to comply with state statute, the Fines Committee must be instructed that they can only approve or reject fines as recommended by the Board; 2. Language in the Board Member Handbook must be revised to reflect Florida statutes and BLMA bylaws. The Fines Committee can only accept or reject the Board's recommendations. The vote to approve was unanimous.

David moved and Charles seconded a motion to adjourn. The vote to approve was unanimous.

Linda Craig
Secretary