

REFLECTION LAKES OF NAPLES 1 CONDOMINIUM ASSOCIATION, INC.  
MEETING OF THE BOARD OF DIRECTORS  
OCTOBER 14, 2020 MINUTES

Meeting via Zoom was called to order at 2:00 p.m. by Angie Ruest, President

Present: Angie Ruest, Linda Dekker, Maureen Silliman and Kris Caldwell, CAM

With all members of the C1A BOD present, a quorum was established.

**NEW BUSINESS:**

There was a discussion about the preliminary proposed 2021 budget with the Board and the Finance Committee (Ben Dekker). Motion made by Linda Dekker to approve this proposed 2021 budget, seconded by Maureen Silliman. With all in favor, this draft budget was approved unanimously.

The mailing to the Association membership will be on October 16 with email blast to follow.

November 2 at 4:00 p.m. will be the date set for the membership vote on this budget.

Having no further business to come before the Board, motion to adjourn at 2:46 p.m. was made by Maureen Silliman, seconded by Linda Dekker.

Adjourned.

Respectfully submitted,

*Angie Ruest, President*

**Angie Ruest, President  
RLN C1A Board of Directors**

REFLECTION LAKES OF NAPLES 1 CONDOMINIUM ASSOCIATION, INC.  
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OCTOBER 14, 2020 MINUTES

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**NEW BUSINESS:**

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The mailing to the Association membership will be on October 16 with email blast to follow.

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Adjourned.

Respectfully submitted,

*Angie Ruest, President*

**Angie Ruest, President**  
**RLN C1A Board of Directors**

REFLECTION LAKES OF NAPLES 1 CONDOMINIUM ASSOCIATION, INC.  
MEETING OF THE BOARD OF DIRECTORS  
SEPTEMBER 14, 2020 MINUTES

Meeting via Zoom was called to order at 4:00 p.m. by Angie Ruest, President

Present: Angie Ruest, Linda Dekker, Maureen Silliman and Kris Caldwell, CAM

With all members of the C1A BOD present, a quorum was established.

On motion made by Linda Dekker, seconded by Maureen Silliman, with all in favor, the minutes from the ARB meeting on August 10, 2020 were approved as presented.

**NEW BUSINESS:**

Introduction of the new Property Management team, Cardinal Management Group of Florida, Inc. with Kris Caldwell, CAM.

The 2020 Power Washing is scheduled for November 9. Killer Bee will perform this service and will hold the cost at \$4,000.00, same as last year's price.

We are working with our insurance company to have our fire system repaired or replaced as soon as possible.

We have cancelled our contract with National Security Fire Alarm Company and have received three proposals from other companies to contract our fire safety equipment. Motion made by Maureen Silliman to accept Wayne Automatic Fire Sprinklers, Inc. at a cost of \$58,400.00 to replace our system with new equipment, and to contract with them for ongoing fire safety inspections; seconded by Linda Dekker. Approved unanimously.

Community safety is a priority as there have been car thefts and car break-ins over these past few weeks. Be sure to keep your cars locked, take your keys inside and keep your garage doors closed at all times, for safety sake.

**OLD BUSINESS:**

We are continuing with our volunteer fire watch crew. Thank you to all of those who are participating in this endeavor.

Our Gulfshore Insurance renewal date is October 6, 2020. No renewal will be forthcoming until the current fire system claim is resolved.

Rental Renewals should not have to pay to have a background check and credit check every year if they are good neighbors and in good standing with the community. A motion was made by Maureen Silliman to vacate that process, seconded by Linda Dekker. With all in favor, motion

carries unanimously. Rental renewal agreements shall still be supplied by landlords every year upon the renewal dates.

Having no further business to come before the Board, motion to adjourn at 4:58 p.m. was made by Linda Dekker, seconded by Maureen Silliman.

Adjourned.

Respectfully submitted,

*Angie Ruest, President*

**Angie Ruest, President**  
**RLN C1A Board of Directors**

REFLECTION LAKES OF NAPLES 1 CONDOMINIUM ASSOCIATION, INC.  
MEETING OF THE BOARD OF DIRECTORS  
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On motion made by Linda Dekker, seconded by Maureen Silliman, with all in favor, the minutes from the ARB meeting on August 10, 2020 were approved as presented.

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Adjourned.

Respectfully submitted,

*Angie Ruest, President*

**Angie Ruest, President**  
**RLN C1A Board of Directors**

**Reflection Lakes**  
A Corporation Not-For-Profit

**BOARD OF DIRECTORS MEETING MINUTES OF Aug. 10th, 2020**

**Board Members Present:**

**Angie Ruest, President**  
**Linda Dekker, Vice President**  
**Maureen Silliman, Secretary**

**Board Members Absent:**

**None**

**Others Present:**

**Sterling Desorcy, Community Manager representing Sandcastle Community Management and homeowners.**

**PROOF OF NOTICE** The notice was posted in accordance with the Condominium Association Florida Statute 718.

**ESTABLISH QUORUM AND CALL TO ORDER** A quorum was established and Angie called the meeting to order at 6:00p.m.

**APPROVAL OF PREVIOUS MINUTES**

July 13th, 2020 minutes have been accepted and approved. Linda motioned to accept, Maureen seconded, approved.

**MANAGERS REPORT:**

Sterling from Sandcastle gave an update on the violations(s) letters that have been sent out.

**TREASURER'S REPORT:**

Over budget on legal expenses and alarm sprinkler inspection account. All unbudgeted spending to cease until January 2021. Linda Dekker made the motion, Maureen Silliman seconded, motion approved.

**BUILDING AND GROUNDS COMMITTEE REPORT:** Nothing to report.

**NEW BUSINESS:**

- **ARB REQUESTS:** 1804 Lani extension, Maureen Silliman motioned to accept, Linda Dekker seconded, motion approved.
- **SALES AGREEMENT APPROVAL:** motioned by Maureen Silliman to accept the sale of unit 104, seconded by Linda Dekker, motion approved.
- Fire panels are out
- Water Main break, budget should be able to cover the cost.
- Hedge behind building 9 needs to be cut back to three feet according to the Master Association. Angie to ask David to have landscapers consult prior to cutting.

**OLD BUSINESS:** Nothing at this time.

**OTHER BUSINESS/QUESTIONS:** Nothing at this time.

**Motion To Adjourn:** With no further business to discuss, the meeting was adjourned by proper motion and unanimous approval at 6:15P.M.

Respectfully submitted by: **Sterling Desorcy, CAM**

Minutes Approved

Date: Sept 14, 2020      Angela Ruest      ANGELA RUEST, President  
Signature      Print Name & Title



## Minutes corrections

Angie Ruest <AngieRuest@msn.com>

Wed 8/12/2020 7:56 AM

To: Sterling Desorcy <SterlingD@sandcastlecm.com>

1 attachments (28 KB)

Reflection Lakes - Minutes - Aug. 10th, 2020 with corrections.docx;

Sterling,

Attached please find the minutes from the August 10 meeting with just a couple of minor corrections. Please make these corrections and return this form to me.

Thank you for being so fast in the t

Angie Ruest, President  
RLN Condo 1 Association, Inc.  
Board of Directors

Attachment

**TANNENBAUM SCRO**  
**ATTORNEYS AT LAW**

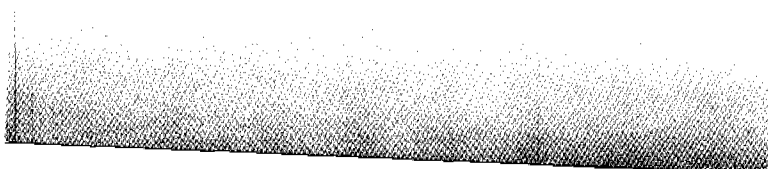
Construction Advisors and Advocates for Owners  
www.tannenbaumscro.com  
888.883.9441

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Dial 712 - 451 - 0011

Access Code 824482 #

\* 2290 #



**Reflection Lakes**  
A Corporation Not-For-Profit

**BOARD OF DIRECTORS MEETING MINUTES OF Aug. 10th, 2020**

=====

**Board Members Present:** Angie Ruest, President  
Linda Dekker, Vice President  
Maureen Silliman, Secretary

**Board Members Absent:** None

**Others Present:** Sterling Desorcy, Community Manager representing Sandcastle Community Management and homeowners.

.....

**PROOF OF NOTICE** The notice was posted in accordance with the Condominium Association Florida Statute 718.

**ESTABLISH QUORUM AND CALL TO ORDER** A quorum was established and Angie called the meeting to order at 6:00p.m.

**APPROVAL OF PREVIOUS MINUTES**

July 13th, 2020 minutes have been accepted and approved. Linda motioned to accept, Maureen seconded, approved.

**MANAGERS REPORT:**

Sterling from Sandcastle gave an update on the violations(s) letters that have been sent out.

**TREASURER'S REPORT:**

Over budget on legal expenses and alarm sprinkler inspection account. All unbudgeted spending to cease until January 2021. Linda Dekker made the motion, Maureen Silliman seconded, motion approved.

**BUILDING AND GROUNDS COMMITTEE REPORT:** Nothing to report.

**NEW BUSINESS:**

- ARB REQUESTS: 1804 Lani extension, Maureen Silliman motioned to accept, Linda Dekker seconded, motion approved.
- SALES AGREEMENT APPROVAL: motioned by Maureen Silliman to accept the sale of unit 104, seconded by Linda Dekker, motion approved.
- Fire panels are out
- Water Main break, budget should be able to cover the cost.
- Hedge behind building 9 needs to be cut back to three feet according to the Master Association. Angie to ask David to have landscapers consult prior to cutting.

**OLD BUSINESS:** Nothing at this time.

**OTHER BUSINESS/QUESTIONS:** Nothing at this time.

**Motion To Adjourn:** With no further business to discuss, the meeting was adjourned by proper motion and unanimous approval at 6:15P.M.

Respectfully submitted by: **Sterling Desorcy, CAM**

Minutes Approved

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name & Title

**REFLECTION LAKES CONDO ONE NOTICE  
TO CONDOMINIUM MEMBERS OF  
A MEETING OF THE BOARD OF DIRECTORS**

**Date of Meeting: August 10, 2020**

**Time of Meeting: 6:00 P.M.**

**Place of Meeting: Teleconference meeting**

**CALL IN NUMBER: 1-425-650-1390 ACCESS CODE: 451647**

**The order of business for the August 10, 2020 meeting of the Condominium Board of Directors at 6:00 P.M. shall be:**

- I. **PROOF OF NOTICE** – Notice posted at Clubhouse on Aug. 5 and emailed to the Association membership
- II. **Establish a quorum and Call to Order** – All BOD members are present, Linda Dekker via telephone. Called to order at 6:00 p.m.
- III. **Approval of minutes from July 13, 2020** -
- IV. **Manager Report** - *2 Violation letters in July*
- V. **Treasurer Report** – We are now 7 months into our budget year. We are over budget, year to date in our Legal Expense account, and over budget year to date in our Alarm/Sprinkler Inspection account. There have been some unexpected expenses in both categories. We are hoping to get these accounts under control by year's end, however some expenses are unforeseen and unavoidable. At this time, I recommend that all unnecessary spending of unbudgeted items be frozen until 2021. What is the pleasure of the BOD? – *LD Dekker 1<sup>st</sup> Maureen S. 2<sup>nd</sup> - approved*
- VI. **Buildings & Grounds Committee Report** - *Did - NTR*
- VII. **New Business**
  - 1) **ARB requests** - Unit #1804 is extending their lanai. Need formal approval from the BOD. - *MS 1<sup>st</sup> LD 2<sup>nd</sup> app*
  - 2) **Sales agreement approval** – Unit #104 has been sold. Need formal approval from the BOD. - *MS 1<sup>st</sup> LD 2<sup>nd</sup> app*
  - 3) The fire panel was struck by lightning on July 17. Currently the community has no fire coverage. Community volunteers are performing a fire watch every 6 hours to keep the community safe. This has been referred to our insurance company. Our insurance company is working on resolving this issue. There is a \$5,000 deductible in our insurance policy.

- 4) There was another water pipe break at building #4. This was the fire suppression system. After two days of asking for help from our current vendors and getting nowhere with them, we finally found a new vendor who would help us. That will be an additional charge that we were not anticipating. However, there is money in the budget in that account to cover that unforeseen expense.
- 5) The hedge behind buildings 8 and 9 need to be tended to. The Master HOA asked the Condo 1 Association to split the cost of replenishing this hedge but the BOD won't accept that proposal. This hedge is on Common ground. So, David Givney asks if they could cut back the bushes to about 3 feet tall, allowing them to spur new growth, and replace the missing section of the hedge. He does not want the folks here to be upset about cutting the hedge to 3 feet, but that is what it needs to generate new growth. What is the Board's pleasure?

*LD yes MS yes approved.*

**VIII. Old Business**

**IX. Other Business/Questions -**

**X. Adjourn - LD MS 6:16pm adjourn**

**Posted on behalf of the Condo One Board of Directors**

**Angie Ruest, President**

**Reflection Lakes**  
A Corporation Not-For-Profit

**BOARD OF DIRECTORS MEETING MINUTES OF Aug. 10th, 2020**

=====

**Board Members Present:** Angie Ruest, President  
Linda Dekker, Vice President  
Maureen Silliman, Secretary

**Board Members Absent:** None

**Others Present:** Sterling Desorcy, Community Manager representing Sandcastle  
Community Management and homeowners.

.....

**PROOF OF NOTICE** The notice was posted in accordance with the Condominium Association Florida Statute 718.

**ESTABLISH QUORUM AND CALL TO ORDER** A quorum was established and Angie called the meeting to order at 6:00p.m.

**APPROVAL OF PREVIOUS MINUTES**

July 13th, 2020 minutes have been accepted and approved. Linda motioned to accept, Maureen seconded, approved.

**MANAGERS REPORT:**

Sterling from Sandcastle gave an update on the violations(s) letters that have been sent out.

**TREASURER'S REPORT:**

Over budget due to legal expenses. All unbudgeted spending to cease until January 202. Linda Dekker made the motion, Maureen Silliman seconded, motion approved.

**BUILDING AND GROUNDS COMMITTEE REPORT:** Nothing to report.

**NEW BUSINESS:**

- ARB REQUESTS: 1804 Lani extension, Maureen Silliman motioned to accept, Linda Dekker seconded, motion approved.
- SALES AGREEMENT APPROVAL: motioned by Maureen Silliman to accept the sale of unit 104, seconded by Linda Dekker, motion approved.
- Fire panels are out
- Water Main break, budget should be able to cover the cost.
- Hedge behind building 9 needs to be cut back to three feet according to the Master Association. Angie to ask David to have landscapers consult prior to cutting.

**OLD BUSINESS:** Nothing at this time.

**OTHER BUSINESS/QUESTIONS:** Nothing at this time.

**Motion To Adjourn:** With no further business to discuss, the meeting was adjourned by proper motion and unanimous approval at 6:15P.M.

Respectfully submitted by: **Sterling Desorcy, CAM**

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name & Title

**REFLECTION LAKES CONDO ONE NOTICE  
TO CONDOMINIUM MEMBERS OF  
A SPECIAL MEETING OF THE BOARD OF DIRECTORS  
MINUTES**

**Date of Meeting: August 8, 2020**

**Time of Meeting: 9:00 A.M.**

**Place of Meeting: Teleconference meeting**

**CALL IN NUMBER: 1-712-451-0011**

**ACCESS CODE: 824482**

**The order of business for the August 8, 2020 meeting of the Condominium Board of Directors at 9:00 A.M. was:**

- I. Proof of Notice – Posted 8/5/20**
- II. Establish a quorum and Call to Order – All Board members were present. Called to Order at 9:00 a.m.**
- III. Discussion on changing property management company – RLN Condo 1 Association needs to have a better property management company. Lack of response, multiple financial mistakes by them, just to name a few of the problems can no longer be tolerated. We had a discussion with Cardinal Property Management Company. This is the company we would want to switch to. Linda Dekker made a motion to change property management companies to Cardinal, Maureen Silliman seconded this motion. Motion passed unanimously.**
- VI. Adjourned – Motion made by Linda Dekker to adjourn at 9:30 a.m.**

**Posted on behalf of the Condo 1 Association Board of Directors**

*Angie Ruest, President and Treasurer*

**Angie Ruest, President and Treasurer**



*Minutes*

**REFLECTION LAKES CONDO ONE NOTICE  
TO CONDOMINIUM MEMBERS OF  
A SPECIAL MEETING OF THE BOARD OF DIRECTORS**

**Date of Meeting: August 8, 2020**

**Time of Meeting: 9:00 A.M.**

**Place of Meeting: Teleconference meeting**

*Change Prop Mgr*

**CALL IN NUMBER: 1-712-451-0011**

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- I. **Proof of Notice – Posted 8/5/20**
- II. **Establish a quorum and Call to Order** *9AM*
- III. **Discussion on changing property management company – RLN Condo 1**  
Association needs to have a better property management company. Lack of response, multiple financial mistakes by them, just to name a few of the problems can no longer be tolerated. We had a discussion with Cardinal Property Management Company. This is the company we would want to switch to.

VI. **Adjourn**

*9:31 AM*

*L Dekker 1<sup>st</sup> ASAP  
MS. 2<sup>nd</sup>*

**Posted on behalf of the Condo 1 Association Board of Directors**

*Angie Ruest, President and Treasurer*

**Angie Ruest, President and Treasurer**

*Angela Ruest*

*Signed Contracts?*

## Approved minutes for July 13

Angie Ruest <AngieRuest@msn.com>

Wed 8/12/2020 8:10 AM

To: Sterling Desorcy <SterlingD@sandcastlecm.com>

📎 1 attachments (23 KB)

July 13, 2020 - BOD Meeting Minutes approved Aug 10, 2020.docx;

Attached are the approved and signed minutes from the July 13 meeting.

These are now ready for the Minutes book and website.

Thank you.

Angie Ruest, President

July 13, 2020

**REFLECTION LAKES CONDO 1  
MEETING MINUTES**

**Date of Meeting: July 13, 2020**

**Time of Meeting: 6:00 P.M.**

**Place of Meeting: Teleconference meeting**

**CALL IN NUMBER: 1-425-650-1390      ACCESS CODE: 451647**

**The July 13, 2020 meeting of the Condominium Board of Directors**

- I. PROOF OF NOTICE – Notice was posted at Clubhouse and was broadcasted through webaxis by Sandcastle.**
- II. Establish a quorum and Call to Order – All Directors were present. Meeting called to order at 6:00 p.m.**
- III. Approval of minutes from February 10, March 16, March 30 and May 11. No meeting in April and June – Linda Dekker moved to approve the meeting minutes for February 10, March 16 Annual Meeting of Membership, March 30 and May 11. Seconded by Maureen Silliman. Approved unanimously. Linda Dekker moved to approve the March 16 Organizational Meeting of the Board with the following corrections: 1) Angela Ruest nominated Maureen Silliman as Board Secretary, and 2) Angela Ruest nominated Linda Dekker as Vice President. Sterling Desorcy, CAM will make these changes and input these minutes on the website. Approved unanimously.**
- IV. Manager Report – Nothing to report**
- V. Treasurer Report: (1) Ratify establishment of 12-month CD in the amount of \$100,000.00 from the reserves accounts at an interest rate of .70%. Linda Dekker made a motion to approve this transaction, seconded by Maureen Silliman. Approved unanimously. Sandcastle will take care of this bank transaction in behalf of the Association. (2) Ratify establishment of a 6-month CD in the amount of \$100,000.00 taken from the operating account at an interest rate of .65%. Linda Dekker made the motion to approve this transaction. Maureen Silliman seconded. Approved unanimously. (3) Removed Oak tree at bldg. 17 in June at a cost of \$350.00. (4) There was an underground water pipe break at bldg. 4 in June. All 4 units at Bldg 4 were out of water for a few hours. This was an emergency situation. Bear's Plumbing was called and worked approximately 5 hours into the night and early morning hours. Water was restored to the building at 2:30 a.m. on Saturday morning. The plumber repair cost was \$697.00. (5) The Association Finance Committee recommended the following: Stop funding the Reserve line item "Capital Improvement" with \$100.00 per month and put this \$100.00 per month into the Roof Reserves. Also, eliminate the "capital Improvement" line item as it is not utilized. Additionally, transfer the \$4,500.00 in this reserve to the "Roof**

Reserves" and also transfer \$3,000.00 from the Reserve Study, which is over-funded, into the "Roof Reserves." Linda Dekker made a motion to approve these transactions. Maureen Silliman seconded the motion. Unanimously approved. Sterling Desorsy, CAM will take care of these transactions in behalf of the Association.

**VI. Buildings & Grounds Committee Report – Meeting minutes to be included on the website**

**VII. New Business**

- 1) ARB requests: Unit #701 to hang flag; Unit #503 to renovate kitchen; Unit #104 to renovate kitchen; Unit #1804 to extend lanai.  
Linda Dekker moved to approve Units 701, 503 and 1804. Maureen Silliman seconded. An application fee of \$350.00 for the extended lanai request at Unit 1804 has been collected and sent to Sandcastle. Approved unanimously.  
Linda Dekker moved to deny Unit 104 due to the fact that the homeowner wanted to do the work himself, but Collier County code dictates that we are commercial buildings and, as such, need to have licensed contractors do all interior work. Maureen Silliman seconded. Denial approved unanimously.
- 2) Rental renewal approvals: Unit #402
- 3) Sales agreement approval: Unit #1602
- 4) Mailboxes: Painting and renumbering has been completed by the Master HOA handyman. They look very good.
- 5) Sidewalks: Were repaired by the Master HOA handyman. It was much appreciated.
- 6) Mulch: Extra fresh mulch was given to Condo 1 Association by the Master HOA. This mulch was spread throughout the cul-de-sac and the circle by the B&G Committee members and Larry Ruest. Thank you to the B&G Committee members for handling this task.
- 7) Building Numbers on back of building: As suggested by the B&G Committee, numbers have been added to the back of each building for proper identification going forward. Thank you to the B&G Committee members for handling this task.
- 8) Golf Cart: The Master HOA has agreed to allow the President of the Condo Board to use the new golf cart as needed here on Winchester Court for surveying our properties. The C1A BOD felt since we pay into the HOA monthly fees, we, in effect, also own the golf cart.

**VIII. Old Business**

- 1) Updated info for Welcome Packet: This has been completed. If anyone needs a copy of it, please contact Maureen Silliman or Angie Ruest and we will see that you get a copy as soon as possible.

- 2) Sod at Unit #901: JK Landscaping has replaced the missing Sod at Unit #901 and finished the property at Unit 1704 with sod at a cost of \$175.00.

**V. Other Business/Questions**

1) B&G Committee chairman, Angelo Ubertaccio, discussed a few requests for the BOD to consider in the near future. One request was to add flowers in 3 locations on Winchester Court for fall color. Another request was to add hose bibs throughout the community for ease in power washing.

**APPROVED WITHOUT CORRECTIONS**

August 10, 2020

Date

Angie Ruest

Signature

Angie Ruest, President and Treasurer

Print Name & Title

**REFLECTION LAKES CONDO 1  
MEETING MINUTES**

**Date of Meeting: July 13, 2020**

**Time of Meeting: 6:00 P.M.**

**Place of Meeting: Teleconference meeting**

**CALL IN NUMBER: 1-425-650-1390      ACCESS CODE: 451647**

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**Linda Dekker moved to deny Unit 104 due to the fact that the homeowner wanted to do the work himself, but Collier County code dictates that we are commercial buildings and, as such, need to have licensed contractors do all interior work. Maureen Silliman seconded. Denial approved unanimously.**

- 2) Rental renewal approvals: Unit #402**
- 3) Sales agreement approval: Unit #1602**
- 4) Mailboxes: Painting and renumbering has been completed by the Master HOA handyman. They look very good.**
- 5) Sidewalks: Were repaired by the Master HOA handyman. It was much appreciated.**
- 6) Mulch: Extra fresh mulch was given to Condo 1 Association by the Master HOA. This mulch was spread throughout the cul-de-sac and the circle by the B&G Committee members and Larry Ruest. Thank you to the B&G Committee members for handling this task.**
- 7) Building Numbers on back of building: As suggested by the B&G Committee, numbers have been added to the back of each building for proper identification going forward. Thank you to the B&G Committee members for handling this task.**
- 8) Golf Cart: The Master HOA has agreed to allow the President of the Condo Board to use the new golf cart as needed here on Winchester Court for surveying our properties. The C1A BOD felt since we pay into the HOA monthly fees, we, in effect, also own the golf cart.**

**VIII. Old Business**

- 1) Updated info for Welcome Packet: This has been completed. If anyone needs a copy of it, please contact Maureen Silliman or Angie Ruest and we will see that you get a copy as soon as possible.**

- 2) Sod at Unit #901: JK Landscaping has replaced the missing Sod at Unit #901 and finished the property at Unit 1704 with sod at a cost of \$175.00.

**V. Other Business/Questions**

1) B&G Committee chairman, Angelo Ubertaccio, discussed a few requests for the BOD to consider in the near future. One request was to add flowers in 3 locations on Winchester Court for fall color. Another request was to add hose bibs throughout the community for ease in power washing. The BOD will discuss these requests and make a determination at a later date.

**VI. Adjourn – Having no further business to discuss, Linda Dekker made a motion to adjourn, seconded by Maureen Silliman. Unanimously approved.**

**Adjourned at 6:43 p.m.**

**Angie Ruest, President**

*Approved 8/10/20*



# Premier Place

HEALTHCARE AT THE GLENVIEW

Sterling

Maureen Silliman - Fred

Marita & John McCarty

Pearl Hernandez

Angelo

Linda Dekker -

---

3 locations = flowers

park area

Cul-de-sac

island @ Winchester Circle

JK Landscaping

---

early to mid-Oct paver washing

add hose bibs thru-out Community  
5-6 additionally

---

Arturo

100 Glenview Place • Naples, FL 34108

Phone: 239.591.0011

[www.GlenviewNaples.com](http://www.GlenviewNaples.com)

**REFLECTION LAKES CONDO ONE NOTICE  
TO CONDOMINIUM MEMBERS OF  
A MEETING OF THE BOARD OF DIRECTORS**

**Date of Meeting: July 13, 2020**

**Time of Meeting: 6:00 P.M.**

**Place of Meeting: Teleconference meeting**

**CALL IN NUMBER: 1-425-650-1390      ACCESS CODE: 451647**

**The order of business for the July 13, 2020 meeting of the Condominium Board of Directors at 6:00 P.M. shall be:**

- I. **PROOF OF NOTICE**
- II. **Establish a quorum and Call to Order** LD
- III. **Approval of minutes from February 10, March 16, March 30 and May 11. No meeting in April and June.**
- IV. **Manager Report** ~~\$4500~~ \$100,000<sup>00</sup> / et LD
- V. **Treasurer Report:** (1) Ratify establishment of 12-month CD (.70%) and 6-month CD (.65%). (2) Removed Oak tree at bldg. 17 in June at \$350.00. (3) Underground water pipe break at bldg. 4. All 4 units at Bldg 4 were out of water for a few hours. Emergency situation working into the night and early morning hours. Plumber repair cost \$697.00. - item
- VI. **Buildings & Grounds Committee Report - attached meeting minutes**
- VII. **New Business**
  - 1) **ARB requests:** Unit #701 LD app to hang flag; Unit #503 to renovate kitchen; Unit #104 NS app to renovate kitchen; Unit #1804 to extend lanai. \$350<sup>00</sup> - LD app
  - 2) **Rental approvals:** Unit #402
  - 3) **Sales agreement approval:** Unit #1602 - approved
  - 4) **Mailboxes:** Painting and renumbering has been completed by the Master HOA
  - 5) **Sidewalks:** Were repaired by the Master HOA
  - 6) **Mulch:** Extra fresh mulch was given to Condo 1 Association by the Master HOA. This mulch was spread throughout the cul-de-sac and the circle by the B&G Committee members and Larry Ruest. Thank you to the B&G Committee members for handling this task.
  - 7) **Building Numbers on back of building:** As suggested by the B&G Committee, numbers have been added to the back of each building for proper identification going forward. Thank you to the B&G Committee members for handling this task.
  - 8) **Golf Cart:** The Master HOA has agreed to allow the President of the Condo Board to use the new golf cart as needed here on Winchester Court for surveying our properties. The C1A BOD felt since we pay into the HOA monthly fees, we, in effect, also own the golf cart.

**VIII. Old Business**

- 1) **Updated info for Welcome Packet:** This has been completed. If anyone needs a copy of it, please contact Maureen Silliman or Angie Ruest and we will see that you get a copy as soon as possible.
- 2) **Sod at Unit #901:** JK Landscaping has replaced the missing Sod at Unit #901. \$175<sup>00</sup>

**V. Other Business/Questions -** ~~Florida Glass Screen~~

**VI. Adjourn** LD  
Maureen

6:43 pm

**Posted on behalf of the Condo One Board of Directors**

**Angie Ruest, President**

FW: Check Minuets

angeloube <angeloube@gmail.com>

Fri 6/19/2020 11:19 AM

To: Angie Ruest <AngieRuest@msn.com>; Maureen Silliman <maureen.silliman@gmail.com>

1 attachments (16 KB)

DRAFT OF MEETING MINUTES.docx;

Maureen

Here is a copy of the minutes. Item one is being corrected to state committee chairman not the Board.

Any questions let me know.

Angelo

Sent from my Samsung Galaxy smartphone.

----- Original message -----

From: Frederick Tauriello <fredtboard@aol.com>

Date: 5/29/20 1:44 PM (GMT-05:00)

To: angeloube@gmail.com

Subject: Check Minuets

Angelo

Find the minuets for the last meeting. Any changes let me know.

Fred

B&G  
minutes

## **Building and Grounds Meeting Minutes May 21, 2020**

Attendance: Angelo, Fred, Dick, Ben, Maureen

1. Each Committee member was assigned a group of buildings to look after. They are to inspect the building and bring the information back to the Board.
2. It was noted by Maureen that the Committee is to observe and report back to the Condo Board.
3. Ben and Angelo are to inspect the mail boxes and report back the work that needs to be performed.
4. Committee is to inspect sidewalks in front of their assigned buildings and report back.
5. Committee recommended planting flowers (at condo expense) at the islands on Winchester Ct. If the Board agrees will they seek approval from the Master? Maureen knows the details.
6. Committee suggests to the Board they plant several flowering trees next to the corner tree planting to enhance the area.
7. Committee suggests adding stone to the center units. There are many bare spots in the planting beds.
8. The Committee was advised not to talk to the Condo residents on any ongoing or future Board projects.
9. Discussed the mulch situation at unit 901. Board will make a decision on how to proceed.
10. Next B & G meeting will be June 17<sup>th</sup> at 10:00 am in the pavilion.

Fred Tauriello  
Recording Secretary

Personnel BOD meeting - Closed  
JUNE 5 3:00pm

Mike

1. Lack of response to members when calling or emailing  
CHABA Fekete Unit # 203  
Janet O'Connell # 1801  
Bey Holmes # 503  
Mike Kuntz # 1401  
Ed Maxwell # 1204

2. Incorrect info to members or lack of info  
Bey Holmes #503 (ie: wrong Sprinkler people)  
Ed Maxwell #1204 (ie: violation ltr w/wrong pix)  
Bey Holmes #503 - after 1 year, rec, nasty ltr re  
Bank charge - she was sending pymt  
to wrong place for a year and 2  
mos ago received nasty ltr re  
violation and fine if she kept on

3. Does SandCastle keep records as to when rental renewals  
are due? We have at least (3) w/no proper  
docs for rental renewal #402, #604, #1103  
for 2 years.

4. Need sig cards for Bank. None signed 4-2 yrs bez  
CAM said not needed

5. Change of Bank last yr w/o BOD notification

6. Numerous ~~low~~ financial mistakes. ie 2 inv 14 mos overdue  
Waiving member late fees w/o BOD approval

docu sign from Damian

new contract - process @ budget time

Strongroom approvals - now dual approver

tracking of rentals - who does it? Condo Assoc  
we send a template for me

Schedule A      \$ 8.99 coupons  
                         \$ 2.25 statements x 12

statements \$ 1.19 x 12

May billing - Sarah w/hold 20 violation letters.

Damian - send info on lack of response

6. Receiving inv in Strongroom 2 or 3 times after first approval ie - have addressed.  
Let Mike know if we still get duplicates.

7. New Contract?

8. Natl' Security Fire Safety = 2 outstanding invoices  
or 2/3 outstanding on 1 invoice



**REFLECTION LAKES CONDO ONE NOTICE  
TO CONDOMINIUM MEMBERS OF  
A CLOSED MEETING OF THE BOARD OF DIRECTORS**

**Date of Meeting: JUNE 5TH, 2020**

**Time of Meeting: 3:00 P.M.**

**Place of Meeting: Teleconference meeting**

**The order of business for the CLOSED JUNE 5TH, 2020 meeting of the  
Condominium Board of Directors at 3:00 P.M. shall be:**

- I. Call to order.
- II. Establish a quorum.
- III. Personnel discussion.
- IV. Adjourn.

**Posted on behalf of the Condo One Board of Directors**

**Angie Ruest, President**

Angie,

Attached is a draft of the agenda. I'm assuming it has to do with Sandcastle but if not please feel free to change it or let me know and I'll change it.

**Sterling J. Desorcy**

**Sandcastle Community Management**

9150 Galleria Court, Suite 201

Naples, Florida 34109

(C) 941-257-3540

(O) 239-596-7200; ext 202

[sdesorcy@sandcastlecm.com](mailto:sdesorcy@sandcastlecm.com)

Web: [www.SandcastleCM.com](http://www.SandcastleCM.com)



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On Jun 2, 2020, at 2:58 PM, Angie Ruest <[angieruest@msn.com](mailto:angieruest@msn.com)> wrote:

Please draft a notice of a CLOSED Board meeting for Friday, June 5 at 3:00 p.m. to send to the Condo 1 Association Membership and also to send to Jill Brust at the clubhouse for posting on the clubhouse door. This must be done no later than 48 hours before our meeting on Friday at 3:00 p.m.

Also, would you set up the conference phone for this meeting on Friday and let me know what the telephone number is and the access code. I would appreciate that. I will notify the other Board members of the telephone information.

Thank you very much.

Sincerely,

Angie Ruest, President  
Condo 1 Association, Inc.

#### Disclaimer

The information contained in this communication from the sender is confidential. It is intended solely for use by the recipient and others authorized to receive it. If you are not the recipient, you are hereby notified that any disclosure, copying, distribution or taking action in relation of the contents of this information is strictly prohibited and may be unlawful.

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**REFLECTION LAKES CONDO ONE NOTICE  
TO CONDOMINIUM MEMBERS OF  
A CLOSED MEETING OF THE BOARD OF DIRECTORS**

**Date of Meeting: JUNE 5TH, 2020**

**Time of Meeting: 3:00 P.M.**

**Place of Meeting: Teleconference meeting**

**CALL IN NUMBER: 1-425-650-1390**

**ACCESS CODE: 451647**

**The order of business for the JUNE 5TH, 2020 meeting of the  
Condominium Board of Directors at 3:00 P.M. shall be:**

- I. Call to order.
- II. Establish a quorum.
- III. Personnel discussion.
- IV. Adjourn.

**Posted on behalf of the Condo One Board of Directors**

**Angie Ruest, President**

(No subject)

Sterling Desorcy <SterlingD@sandcastlecm.com>

Fri 6/5/2020 10:12 AM

To: Ruest Angie <angieruest@msn.com>

**Dial-in Number: 1-425-650-1390**

**Conference Code: 451647**

**Sterling J. Desorcy**

**Sandcastle Community Management**

9150 Galleria Court, Suite 201

Naples, Florida 34109

(C) 941-257-3540

(O) 239-596-7200; ext 202

[sdesorcy@sandcastlecm.com](mailto:sdesorcy@sandcastlecm.com)

Web: [www.SandcastleCM.com](http://www.SandcastleCM.com)



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**Reflection Lakes**  
A Corporation Not-For-Profit

**BOARD OF DIRECTORS MEETING MINUTES OF May 11th, 2020**

=====

**Board Members Present:**

Angie Ruest, President  
Linda Dekker, Vice President  
Maureen Silliman, Secretary

**Board Members Absent:**

None

**Others Present:**

Sterling Desorcy, Community Manager representing Sandcastle  
Community Management and homeowners.

.....

**PROOF OF NOTICE** The notice was posted in accordance with the Condominium Association Florida Statute 718.

**ESTABLISH QUORUM AND CALL TO ORDER** A quorum was established and Angie called the meeting to order at 6:00p.m.

**APPROVAL OF PREVIOUS MINUTES**

1. March 30th, 2020 minutes have not been completed, no approval at this time.

**MANAGERS REPORT:**

1. Sterling from Sandcastle gave an update on the violations(s) letters that have been sent out.

**FINANCIAL REPORT:**

**NEW BUSINESS:**

1. BOD has completed Board Certification requirements.
2. Ratify transfer to reserves – painting account.
  - **Motion: A motion was made to ratify \$22,404.00 deferred insurance claim to the painting reserve account by Linda Dekker, second by Maureen Silliman, approved.**
3. ARB request; #1301 – hang flag, #804, plant Areca Palm Tree, #804, new plants to hide A/C unit.
  - **Motion: A motion was made to accept the hanging of the flag at unit 1301 by Linda Dekker, second by Maureen Silliman, approved.**
  - **Motion: A motion was made to deny the planting of the Areca Palm Tree by Linda Dekker, seconded by Maureen Silliman, approved unanimously.**
  - **Motion: A motion was made to allow the planting of new plants around the A/C unit by Maureen Silliman, seconded by Linda Dekker, approved unanimously.**
4. Rentals, #803 & 603.
  - **Motion: A motion was made to accept the lease for #803 and to renew unit #603 by Maureen Silliman, seconded by Linda Dekker, approved unanimously.**
5. Review proposals, hardwood tree removal, #804 & 1704.
  - #804, roots to be ground down and sidewalk to be replaced, oak tree not to be removed.
  - **Motion: A motion was made to take down the tree at #1704, ground stump and fix sidewalk by Linda Dekker, seconded by Maureen Silliman, approved unanimously.**

**OLD BUSINESS:**

1. Welcome packet update.

**COMMITTEE REPORTS**

- a. **Building & Grounds:** – Motion: A motion was made to adopt the guidelines presented as of May 11<sup>th</sup>, 2020 by Linda Dekker, seconded by Maureen Silliman, approved unanimously. Angelo has been appointed as chairperson.
2. **Compliance Committee** – Nothing to report currently.

**Future Meeting Dates:** Next regularly schedule board of directors meeting will be held on Thursday, June 8th, 2020 at 6:00p.m.

**Motion To Adjourn:** With no further business to discuss, the meeting was adjourned by proper motion and unanimous approval at 7:07p.m.

Respectfully submitted by: **Sterling Desorcy, CAM**

Date:

July 13, 2020

Signature

Angela Ruest

Print Name & Title

ANGELA RUEST President  
and  
Treasurer

**REFLECTION LAKES CONDO ONE NOTICE  
TO CONDOMINIUM MEMBERS OF  
A MEETING OF THE BOARD OF DIRECTORS**

**Date of Meeting: MAY 11, 2020**

**Time of Meeting: 6:00 P.M.**

**Place of Meeting: Teleconference meeting**

**CALL IN NUMBER: 1-712-451-0011 ACCESS CODE: 824482**

**The order of business for the MAY 11, 2020 meeting of the Condominium Board of Directors at 6:00 P.M. shall be:**

- I. **Call to order**
- II. **Establish a quorum** - *quorum*
- III. **Minutes** - *MARCH 30 - next month plus April minutes*
- IV. **Manager Report** - **Sandcastle will not be increasing their monthly management fee for FY 2020.**
- V. **Buildings & Grounds Committee Report**
- VI. **New Business**
  - 1) **Angie Ruest, Linda Dekker & Maureen Silliman have all completed a Board Certification class.**
  - 2) **Ratify Money transfer to Reserves - Painting account** - *Feb 2020*
  - 3) **ARB requests: Unit #1301 to hang flag; Unit #804 to plant Areca Palm tree; Unit #804 to plant new plantings to hide the A/C units** - *approved*
  - 4) **Rental approvals: Unit #803 and Unit #603** - *Angie Ruest*
  - 5) **Building 17 mailboxes** - *completed*
  - 6) **Hardwood trees: removal suggested at Unit #804 & Unit #1704. Review proposals. (3)** - *no*
- VII. **Old Business**
  - 1) **Working on updated info for Welcome Packet** - *completed*
  - 2) **B&G Committee Guidelines need to be revised** - *vote on this*
- V. **Other Business/Questions** - *temp moratorium on yard signs?*
- VI. **Adjourn** *7:09*

**Posted on behalf of the Condo One Board of Directors**

**Angie Ruest, President**



**Reflection Lakes**  
A Corporation Not-For-Profit

**BOARD OF DIRECTORS MEETING MINUTES OF May 11th, 2020**

=====

**Board Members Present:** Angie Ruest, President  
Linda Dekker, Vice President  
Maureen Silliman, Secretary

**Board Members Absent:** None

**Others Present:** Sterling Desorcy, Community Manager representing Sandcastle  
Community Management and homeowners.

.....

**PROOF OF NOTICE** The notice was posted in accordance with the Condominium Association Florida Statute 718.

**ESTABLISH QUORUM AND CALL TO ORDER** A quorum was established and Angie called the meeting to order at 6:00p.m.

**APPROVAL OF PREVIOUS MINUTES**

1. March 30th, 2020 minutes have not been completed, no approval at this time.

**MANAGERS REPORT:**

1. Sterling from Sandcastle gave an update on the violations(s) letters that have been sent out.

**FINANCIAL REPORT:**

**NEW BUSINESS:**

1. BOD has completed Board Certification requirements.
2. Ratify transfer to reserves – painting account.
  - **Motion: A motion was made to ratify \$22,404.00 deferred insurance claim to the painting reserve account by Linda Dekker, second by Maureen Silliman, approved.**
3. ARB request; #1301 – hang flag, #804, plant Areca Palm Tree, #804, new plants to hide A/C unit.
  - **Motion: A motion was made to accept the hanging of the flag at unit 1301 by Linda Dekker, second by Maureen Silliman, approved.**
  - **Motion: A motion was made to deny the planting of the Areca Palm Tree by Linda Dekker, seconded by Maureen Silliman, approved unanimously.**
  - **Motion: A motion was made to allow the planting of new plants around the A/C unit by Maureen Silliman, seconded by Linda Dekker, approved unanimously.**
4. Rentals, #803 & 603.
  - **Motion: A motion was made to accept the lease for #803 and to renew unit #603 by Maureen Silliman, seconded by Linda Dekker, approved unanimously.**
5. Review proposals, hardwood tree removal, #804 & 1704.
  - #804, roots to be ground down and sidewalk to be replaced, oak tree not to be removed.
  - **Motion: A motion was made to take down the tree at #1704, ground stump and fix sidewalk by Linda Dekker, seconded by Maureen Silliman, approved unanimously.**

**OLD BUSINESS:**

1. Welcome packet update.

**COMMITTEE REPORTS**

- a. **Building & Grounds:** – Motion: A motion was made to adopt the guidelines presented as of May 11<sup>th</sup>, 2020 by Linda Dekker, seconded by Maureen Silliman, approved unanimously. Angelo has been appointed as chairperson.
2. **Compliance Committee** – Nothing to report currently.

**Future Meeting Dates:** Next regularly schedule board of directors meeting will be held on Thursday, June 8th, 2020 at 6:00p.m.

**Motion To Adjourn:** With no further business to discuss, the meeting was adjourned by proper motion and unanimous approval at 7:07p.m.

Respectfully submitted by: **Sterling Desorcy, CAM**

Date: \_\_\_\_\_ Signature \_\_\_\_\_ Print Name & Title \_\_\_\_\_



REFLECTION LAKES CONDO ONE  
NOTICE, TO CONDOMINIUM MEMBERS OF  
A CLOSED ATTORNEY CLIENT PRIVILEGE MEETING

Date of Meeting: March 31<sup>ST</sup>, 2020  
Time of Meeting: 11:30 A.M.

Place: Reflection Lakes Club House  
14020 Mirror Dr.  
Naples, Florida 34114

The order of business for the March 31<sup>ST</sup>, 2020 meeting of the Condominium Board of Directors at 11:30 A.M. shall be:

- I. Call to order
- II. Establish a quorum
- III. Closed Attorney Client Privileged Meeting
- IV. Adjourn

Posted on behalf of the Condo One Board of Directors

**ANGIE RUEST**

Angie Ruest

Condo One President

Wed 10AM  
Budget starts July  
want back?

# Reflection Lakes at Naples I Condominium Association, Inc.

A Corporation Not-For-Profit

## Board of Directors Meeting – March 30, 2020

=====

**Board Members Present:** Angela Ruest, Linda Dekker and Maureen Silliman

**Board Members Absent:** None

**Others Present:** Nina Marie Hutchinson, Regional Community Director and Sterling Desorcy representing Sandcastle Community Management with four members on conference call.

.....

**PROOF OF NOTICE** The notice was posted in accordance with the Condominium Association Florida Statute 718.

### **ESTABLISH QUORUM AND CALL TO ORDER**

With three board directors present, a quorum was established. Due to the COVID-19 Pandemic, the board of directors meeting was held via electronic means. Mrs. Ruest called the meeting to order at 6:00 p.m.

### **APPROVAL OF PREVIOUS MINUTES**

Minutes of the February 20, 2020 meeting were tabled until the next board of directors meeting.

### **NEW BUSINESS**

1. The board discussed and instituted a Finance Committee that would be chaired by Mr. Ben Dekker, approved unanimously.
2. The board discussed and instituted a Building and Grounds Committee, approved unanimously. Chairman was not named at this meeting.
3. ARC request for unit 1001 was discussed and approved unanimously.
4. The payable approval process was discussed with Angela Ruest being primary approver with Maureen Silliman approving all invoices between \$3,000.00 and \$10,000.00; approved unanimously.
5. The board discussed the option of purchasing bear proof garbage containers at a cost of \$115.00 each. This charge would be charged to each resident, however if purchased throughout the community, trash receptacles would be able to be placed at the curblane the night before trash pick up instead of the early morning of trash days. Owner would have to provide documentation of purchase to association. There may be some additional charges for this pick up with these types of receptacles so this issue is still being explored.
6. Unit 804 has advised the sidewalk in front of the unit is lifting due to root growth. This has been reported to the Master Association.

The next board of directors meeting will be announced due to the COVID-19 restrictions.

With nothing left to discuss the meeting was adjourned at 6:13 p.m.

July 13, 2020 Angela Ruest, President and Treasurer

# Reflection Lakes at Naples I Condominium Association, Inc.

A Corporation Not-For-Profit

## Board of Directors Meeting – March 30, 2020

=====

**Board Members Present:** Angela Ruest, Linda Dekker and Maureen Silliman

**Board Members Absent:** None

**Others Present:** Nina Marie Hutchinson, Regional Community Director and Sterling Desorcy representing Sandcastle Community Management with four members on conference call.

.....

**PROOF OF NOTICE** The notice was posted in accordance with the Condominium Association Florida Statute 718.

### **ESTABLISH QUORUM AND CALL TO ORDER**

With three board directors present, a quorum was established. Due to the COVID-19 Pandemic, the board of directors meeting was held via electronic means. Mrs. Ruest called the meeting to order at 6:00 p.m.

### **APPROVAL OF PREVIOUS MINUTES**

Minutes of the February 20, 2020 meeting were tabled until the next board of directors meeting.

### **NEW BUSINESS**

1. The board discussed and instituted a Finance Committee that would be chaired by Mr. Ben Dekker, approved unanimously.
2. The board discussed and instituted a Building and Grounds Committee, approved unanimously. Chairman was not named at this meeting.
3. ARC request for unit 1001 was discussed and approved unanimously.
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5. The board discussed the option of purchasing bear proof garbage containers at a cost of \$115.00 each. This charge would be charged to each resident, however if purchased throughout the community, trash receptacles would be able to be placed at the curblane the night before trash pick up instead of the early morning of trash days. Owner would have to provide documentation of purchase to association. There may be some additional charges for this pick up with these types of receptacles so this issue is still being explored.
6. Unit 804 has advised the sidewalk in front of the unit is lifting due to root growth. This has been reported to the Master Association.

The next board of directors meeting will be announced due to the COVID-19 restrictions.

With nothing left to discuss the meeting was adjourned at 6:13 p.m.

# Reflection Lakes at Naples I Condominium Association, Inc.

A Corporation Not-For-Profit

## Organizational Meeting of the Board – March 16, 2020

=====

**Board Members Present:** Angela Ruest, Linda Dekker and Maureen Silliman

**Board Members Absent:** None

**Others Present:** Nina Marie Hutchinson, Regional Community Director and Sterling Desorcy representing Sandcastle Community Management

.....

**PROOF OF NOTICE** The notice was posted in accordance with the Condominium Association Florida Statute 718.

### **ESTABLISH QUORUM AND CALL TO ORDER**

With three board directors present, a quorum was established. With two vacant seats on the board and two notices of intents received, a full board was established.

Meeting was called to order at 6:06 p.m.

### **ESTABLISHMENT OF OFFICERS**

Linda Dekker nominated Angela Ruest as Board President, Mrs. Ruest accepted the nomination, approved unanimously.

Angela Ruest nominated Maureen Silliman at Board <sup>Secretary</sup>~~Vice President~~, Mrs. Silliman accepted the nomination, approved unanimously.

Angela Ruest nominated Linda Dekker as <sup>VP</sup>~~Board Secretary~~, Mrs. Dekker accepted the nomination, approved unanimously.

Maureen Silliman nominated Angela Ruest as Board Treasurer, Mrs. Ruest accepted the nomination, approved unanimously.

New signature cards for bank accounts was requested with Angela Ruest and Maureen Silliman as signers.

The next board of directors meeting will be held on April 13, 2020 at 6:00 p.m at the Clubhouse.

With nothing left to discuss the meeting was adjourned at 6:16 p.m.

Sterling: \*

\* Please make these corrections and return to me for approval date and signature. \*

Thank You. \* Angie

# Reflection Lakes at Naples I Condominium Association, Inc.

A Corporation Not-For-Profit

## Annual Meeting of the Membership – March 16, 2020

=====

**Board Members Present:** Fred Tauriello, Angelo Ubertaccio and Angela Ruest

**Board Members Absent:** None

**Others Present:** Nina Marie Hutchinson, Regional Community Director and Sterling Desorcy representing Sandcastle Community Management

.....

**PROOF OF NOTICE** The notice was posted in accordance with the Condominium Association Florida Statute 718.

### **ESTABLISH QUORUM AND CALL TO ORDER**

With fourteen (14) members present and sixteen (16) members attending by proxy, a quorum of thirty-nine members was not established. Therefore no further business could be held.

Meeting adjourned at 6:06 p.m.

July 13, 2020

Angela Ruest

Angela Ruest, President  
and  
Treasurer

**REFLECTION LAKES CONDO 1  
MEETING MINUTES**

**Date of Meeting: March 16, 2020**

**Time of Meeting: 6:00 P.M.**

**Place of Meeting: Clubhouse**

- I. **PROOF OF NOTICE** – The notice was posted in accordance with the condominium Association Florida statute 718.
- II. **Establish a Quorum and Call to Order** – With three board directors present, a quorum was established. With two vacant seats on the board and two notices of intent received, a full board was established and the meeting was called to order at 6:06 p.m.
- III. **Establishment of Officers** – Linda Dekker nominated Angie Ruest as Board President, Mrs. Ruest accepted the nomination and was approved unanimously. Angie Ruest nominated Maureen Silliman as Board Secretary, Mrs. Silliman accepted the nomination and was approved unanimously. Angie Ruest nominated Linda Dekker as Vice President, Mrs. Dekker accepted the nomination and was approved unanimously. Maureen Silliman nominated Angie Ruest as Board Treasurer, Mrs. Ruest accepted the nomination and was approved unanimously. New signature cards for bank accounts was requested with Angie Ruest and Maureen Silliman as signers.

The next board of directors meeting will be held on April 13<sup>th</sup>, 2020 at 6:00 p.m.

Meeting was adjourned at 6:16p.m.

**Angie Ruest, President**

*Approved  
Acr*



# **Reflection Lakes at Naples I Condominium Association, Inc.**

A Corporation Not-For-Profit

## **BOARD OF DIRECTORS MEETING MINUTES OF FEBRUARY 10, 2020**

=====

**Board Members Present:** Fred Tauriello, Angelo Ubertaccio and Angela Ruest

**Board Members Absent:** None

**Others Present:** Special Guest: Association Legal Counsel, Nina Marie Hutchinson, Community Manager representing Sandcastle Community Management and seven homeowners.

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**PROOF OF NOTICE** The notice was posted in accordance with the Condominium Association Florida Statute 718.

### **ESTABLISH QUORUM AND CALL TO ORDER**

With a quorum of the board established, Mr. Tauriello called the meeting to order at 6:00 p.m.

### **APPROVAL OF PREVIOUS MINUTES**

The Board reviewed and approved January 13, 2020 meeting minutes as presented.

### **REPORTS**

1. Introduction of the 2020 board candidates: Angela Ruest, Linda Dekker and Maureen Silliman.
2. Association Legal Counsel explained the violation procedures needed to be followed in order to impose a fine; the timing of a fining committee hearing and how to impose a fine. This discussion was required as the board is to the point of violation for unit 1703. The board discussed the amount of fines and agreed to the recommended statute mandate of \$100.00 per day up to \$1,000.00 per violation as the standard. This would ensure equitable treatment for all violations.
3. Mr. Tauriello announced that he was stepping down as president and appointing Angela Ruest as president prior to the seating of the new board to assist in the transition for the 2020 Board.

### **OLD BUSINESS**

1. Tree trimming throughout the community is up to date.
2. Unauthorized resident in unit #803 is being addressed as unit owners have evicted tenants.
3. The procedures for unit owners' requests/concerns and the chain of order in which to follow. As the board is available and very hands-on, they do not mind receiving communication directly from owners of any issues or concerns they may have; however, it was recommended to contact the management company of the issue/concern.
4. Street-light project has been completed at this time; however a concern of more lighting was discussed. Ms. Ruest would be in contact with the Master Association to discuss additional lighting especially around the cul de sac area which remains extremely dark at night.
5. Mr. Tauriello announced our collection efforts for unit 1104 have been successful.

## **NEW BUSINESS**

1. Notice of violation for unit 1703. The attorney will send out a notice of fine hearing to the unit owner with the board recommendation fine of \$100.00 a day up to \$1,000.00. Fining committee hearing will take place on March 16,2020 at 11:30 a.m.
2. Board discussed delinquency policy which would be added to the Procedures Book. The Association utilizes the services of a collection agency for delinquencies. Management works with collection agency to provide monthly aging reports beginning the 15<sup>th</sup> day after quarterly assessments are due. Collection agency will begin collections on all delinquent accounts 91 days or older. Management sends out late notices for 30 and 60 day delinquencies as well as charge all late and interest fees to the accounts.
3. Bird Feeders were discussed as a unit owner has a bird feeder outside the unit which they fill on a consistent basis. This attracts not only flocks of birds, but other vermin to the area. Bird Feeders are not permitted on Reflection Lakes Condo 1 Property other than as a decorative item.
4. The board discussed the screens on the dryer vents on the roof and how they could become a fire hazard if blocked. It was recommended that all dryer vent screens be removed.
5. Board received, reviewed and approved the ARB request for unit #304.
6. Board received, reviewed and approved the sales application for unit #801.
7. Fire ants have been an issue throughout the community. The community has received one treatment to eliminate the fire ants, however, has decided a second treatment is needed. Management will notify landscaping company.
8. Mr. Tauriello reviewed the upcoming scheduled events in the community for the months of February and March.
9. The Fining Committee members are: Ben Dekker, Darrold Jamtgaard, and Sand DeLuca.

**Future Meeting Dates:**

**Annual Meeting will be held on Monday, March 16, 2019 at 6:00 p.m.**

**Motion To Adjourn:**

With no further business to discuss, the meeting was adjourned by proper motion and unanimous approval at 7:27 p.m.

Respectfully submitted by: **Nina Marie Hutchinson**, Regional Community Director

I hereby certify that the minutes of the February 10, 2020 Board of Directors Meeting have been approved with \_\_\_\_\_ or without ✓ corrections.

Date: July 13, 2020      Angela Ruest      Angela Ruest President and  
Signature      Print Name & Title      Treasurer

Reflection Lakes Condo 1 at Naples

Board Minutes for 01/18/2018

All board members were present.

The Notice of Meeting was properly posted. The meeting was called to order by President Ben Dekker at 9:59 a.m.

There was no reading of prior minutes because our property manager was unable to attend the meeting.

The Board once again discussed fining those who leave their trash cans out past the allotted time. Letters have been sent to the owners, but there has been no response. Motion made by Fred Tauriello to send a certified letter once again with a fine of \$25 to unit #202. A first notification letter will be sent to unit #1103. Motion seconded by Bev Holmes. All in favor—motion passed.

The Board once again discussed the fact that there are still owners who have not complied with providing us with a unit key for access in case of emergency or for the annual sprinkler head inspection. Bev Holmes made a motion to send out certified letters to those owners who have still not complied and fine them \$25 if a key is not submitted within a week of receiving the letter. Motion seconded by Fred Tauriello. All in favor—motion passed. Discussion followed with a suggestion to get a lock smith to get us into the units for which we do not have keys and make the unit owners pay for this cost. There was also discussion of amending the rules regarding the unit keys. The Board will look into this further.

It has come to the Board's attention that a rental unit appears to be subletting rooms. This is in violation of our documents and rules and regulations. Motion made by Fred Tauriello to have Sandcastle send a certified letter to the owner of unit 1102 that he/she is in violation and the subletting will be stopped immediately or the Board will terminate the lease. Motion seconded by Bev Holmes. All in favor—motion passed.

Ben Dekker presented a resolution to move excess funds from the Fund Balance to our Roof Reserves line to better fund the future cost of roof repairs. The resolution states that each unit owner in Condo 1 will be assessed \$1,000 to go toward funding roof reserves. However, the unit owners will not have to pay this directly as the assessment will be made against the Fund Balance. Motion was made by Fred Tauriello to assess unit owners \$1,000 each for Roof Reserves with the assessment being paid from our fund balance. Motion seconded by Bev

Holmes. All in favor—motion passed. Sandcastle will send out the resolution and a letter to each unit owner by February 14, 2018.

Our rules and regulations state that every pet within the condo association must be licensed and registered with Collier County. We have several owners who followed up on this yet there are many more who have not. Bev Holmes made a motion to have Sandcastle send letters to all unit owners reminding them that they must comply or be fined \$50. Motion seconded by Fred Tauriello. All in favor—motion passed.

Supreme Services Corporation that cleaned our pavers and driveways this autumn did an excellent job and Sandcastle contacted them for a RFP. They responded with a great price of \$1,060 per building. Fred Tauriello proposed that we accept this bid and have Sandcastle contact Supreme Services Corporation ASAP to schedule them to clean all unit pavers and driveways during the last week of September 2018. Motion seconded by Bev Holmes. All in favor—motion passed.

Questions and comments were taken from the community members present. Comments centered around roof repairs, fascia and soffit repairs, copper AC lines that were not ideally placed in each building, and the landscapers once again cutting the grasses too short on the end units causing the AC units to show. Ben Dekker made the motion to adjourn the meeting. Motion seconded by Bev Holmes. All in favor—motion passed and the meeting adjourned at 11:33 p.m.

From: bholmesrlca bholmesrlca@gmail.com  
Subject: Re: Rolling over the surplus funds from year  
end 2017.

Date: Feb 7, 2018 at 4:37:11 PM

To: Ben Dekker bdekkerboard@gmail.com

That's my plan. Thanks  
Bev

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

From: Ben Dekker <[bdekkerboard@gmail.com](mailto:bdekkerboard@gmail.com)>

Date: 2/7/18 2:53 PM (GMT-05:00)

To: bholmesrlca <[bholmesrlca@gmail.com](mailto:bholmesrlca@gmail.com)>

Subject: Re: Rolling over the surplus funds from year end 2017.

Afternoon Bev,

By the way.

This is just my private resident opinion since I am not on the  
Board with you guys.

Please use the Board resolution to have Tom Harmon move the  
\$76,000 into the roof reserves. You will probably have to find  
another good bank rate to invest these funds.

Thanks

Ben

Letter to members of RLN Condo 1 Association regarding the Board Resolution for special Assessment.

The Board of Directors of the RLN Condo 1 Association has been informed that there is a shortfall or deficit in the Association Reserves for condominium building roof replacement. This was due to the inadequate funding by previous Boards of Directors.

The current Board has been budgeting \$28,000 per year for Reserves- roof replacement and increased this to \$33,000 for 2018 but will fall short of the million dollars (\$1,000,000) plus total required to replace the roofs of all 19 buildings when it is scheduled or required to do so.

It is therefore necessary to impose or levy a special assessment on Unit Owners of each of the 76 Units in our Condominium Association \$1000 for the purpose of making Reserves- roof replacement financially sound and current. There will no actual cost to the Unit Owners.

The current Board of Directors has been very diligent in their responsibility to run the Association in a cost effective manner. Thereby creating a surplus in the Operating funds. These are actually assets of the Association residents to be used to fund liabilities or expenses and if voted on by the Board could be used to fund an assessment.

The special assessment total amount of \$76,000 will be transferred from the Operating funds into the Reserves for roof replacement effective February 14, 2018.

Ben Dekker

RLN Condo 1 Asso. President

**REFLECTION LAKES AT NAPLES CONDO I ASSOCIATION  
BOARD RESOLUTION ADOPTING SPECIAL ASSESSMENT**

WHEREAS, the Board of Directors, in furtherance of its fiduciary relationship with the Members served by the Reflection Lakes at Naples Condo I (the "Association"), has assumed responsibility for the proper funding of Reserves - Roofs Replacement; and WHEREAS, there are not sufficient funds immediately available or to be produced under the existing budget to properly fund Reserves - Roofs Replacement; and WHEREAS, pursuant to the authority granted in Section 5-Q of the Association's Bylaws, the Board is desirous of levying a special assessment in the amount of \$1000 per Lot/Unit to pay for the "catch up" funding of the Reserves - Roof Replacement; and WHEREAS, the Board will waive the actual payment by the Members and will instead transfer the funds, \$76,000 from the Operating account into the Reserves - Roof Replacement account to cover the shortfall.

NOW THEREFORE, it is resolved as follows:

1. The above recitations are true and correct and are incorporated into this Resolution.
2. The Board hereby levies the special assessment in the amount of \$1000 per Lot/Unit.
3. The Board rather than requesting actual payment from Members will transfer the total assessment amount of \$76,000 from the Operating account to the Reserves - Roof Replacement account.

There are three (3) total Board members. The number of Board members who voted in favor of this Resolution is three (3). The number of Board members who voted against this Resolution is zero (0).

The vote of each Director is reflected in the minutes of the meeting at which this Resolution was adopted.

REFLECTION LAKES AT NAPLES CONDO I ASSOCIATION

By:

Ben Dekker, President

Date:

(CORPORATE SEAL)

On Feb 7, 2018, at 9:08 AM, bholmesrlca  
<[bholmesrlca@gmail.com](mailto:bholmesrlca@gmail.com)> wrote:

So when we voted on the resolution and letter at a previous meeting, that didn't take care of it?

Bev

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

From: Ben Dekker <[bdekkerboard@gmail.com](mailto:bdekkerboard@gmail.com)>

Date: 2/7/18 8:35 AM (GMT-05:00)

To: [MattC@sandcastlecm.com](mailto:MattC@sandcastlecm.com), RLNC Fred Tauriello  
<[fredtboard@aol.com](mailto:fredtboard@aol.com)>, RLNC Bev & Jory Holmes  
<[bholmesrlca@gmail.com](mailto:bholmesrlca@gmail.com)>

Subject: Rolling over the surplus funds from year end 2017.

Morning all,

Since we did not have a quorum at the Condo 1 Association Annual meeting. (It was considered a Town Hall meeting).



I forgot to ask for a motion to roll over the 2017 year end surplus. This is a formality that should be done every year for income tax purposes. The new Board might have to have a quick meeting to do this unless someone amends the minutes from Monday night's meeting to state that One of you made the motion to do so, and someone seconded. Then we all voted in favor to roll the funds.

Thanks

Ben