

**BOARD OF DIRECTORS MEETING
SUTTON LAKES OWNERS ASSOCIATION**

June 15th, 2020

6:30pm

1813 Willesdon Dr E

- 1. Roll Call:** *Quorum established. Meeting called to order at 6:35pm.* Bill Franco, Ian MacKenzie, David La Cognata, Lou Haskins, Larry McCain, Misty Torres- Property Manager
Not Present: Roman Jones
- 2. President's Comments:** Bill Franco
 - Overall pleased with the property maintenance of the community.
- 3. Approval of Minutes:** 05/18/20
 - Motion: David
 - Seconded: Larry
 - All in Favor
- 4. Approval of May 2020 Financials:** Misty Torres
 - Utilities: \$6,560.08 (Actual (A))/ \$4,750 (Budgeted (B))
 - General/Administrative: \$8,795 (A)/ \$11,896.83 (B)---Financial Review Payment
 - Pools: \$5,055.06 (A)/ \$6,595.83 (B)
 - Security: \$5,485.72 (A)/ \$6,108.33 (B)
 - Landscaping: \$5,246.64 (A)/ \$4,458.33 (B)---Back pool palm trimming
 - Lakes/Irrigation: \$895 (A)/ \$1070 (B)
 - Repairs/Maintenance: \$5,054.85 (A)/ \$816.67 (B)---Front pool house pressure washing/painting
 - Capital Project: Back Playground Installation: \$29,551.62
 - Motion: Ian
 - Seconded: Larry
 - All in Favor
- 5. Management Report:**
 - Pools:
 - Canopies at back pool:
 - ❖ City required permit for footers, waiting for approval
 - Front Pool:
 - ❖ Fans were checked. Working. If we replace, they need to be replaced with outdoor fans. Current fans are rusted and corroded at the ceiling
 - ❖ Shower was repaired with a new latch

- Pool issues:
 - ❖ Management to get cost of installing handicapped pool arm
 - ❖ Lounges can now be used but at own risk
 - ❖ Permission to ban residents for 30 days if they cause issues with the pool monitors or do not follow rules. ACTION ITEM
 - Motion: David
 - Second: Ian
 - All in Favor
- Playgrounds:
 - Gate hinges replaced at front playground
 - Looking at cost to add a handicapped swing at one of the playgrounds
- Cell phone tower:
 - See new documents
- Bus Stop Light:
 - Manager discussing a solution with the owner
- Entrance Monument Sign:
 - Installation date: June 29th (weather permitting)
- Rules and Regulations:
 - Add verbiage to Rules and Regulations: 1. All initial leases must be 12 months and subsequent leases may not be less than 30 days.
 - Send this particular page, with changes, to all owners with newsletter-No
 - Send entire set of rules with cover letter explaining the change
 - Record Rules downtown
 - Motion: Ian
 - Seconded: David
 - All in Favor
- Newsletter:
 - Discuss topics
- Garage Sale
 - July?
 - At standstill
- Playgrounds:
 - Playgrounds are open
 - Residents are happy with the back playground
- Entrance Monument Sign:
 - 3 weeks out
 - Cancelled until further notice.
- ARC Approvals:
 - 1990 Hollington: Paint
 - 11107 Bugatti: Pool

- 2152 Ardencroft Dr: Pavers
- 1736 Aston Hall Dr E: Windows
- 1652 Huddersfield: Windows
- 2089 Alfa Romeo: Fence replacement
- 11213 Illford: Fence replacement
- Financials 05/30/20
 - Operating: \$280,971.69
 - Union Money Market: \$57,806.43
 - TIAA Money Market: \$247,480.76
 - MTD Budget: \$38,612.66/ MTD Actual: \$66,644.02 (big budget item: back playground)

6. Old Business:

A. Cell phone tower:

- Table
- Found additional archived paperwork stating that the payment was to be in one lump sum, not lump sum in addition to monthly payments.
- Will revisit in the future

7. New Business:

A. Signature Realty and Management's contract:

- Expires September 2020
- 5-year contract
- Bill will put out RFP

8. Open Forum:

- Property issues on Hollington. Misty will take over this street and work on violation letters/hearing dates/fines
- Get cost to add benches to the back field

9. Adjournment: 7:48pm