

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

August 20th, 2018

6:30 p.m.

Front pool: 1813 Willesdon Drive E.

- 1. Roll Call:** *Quorum established. Meeting called to order at 6:30pm.* John Chapman- President, Bill Franco-Vice President, Khema Wright- Director, Ian MacKenzie-Director, Enrico Aveo-Secretary
Not Present: Roman Jones-Treasurer

2. Approval of Minutes: July 16th

- Motion: Bill
- Seconded: Ian
- All in Favor

3. President's Comments:

- Plant/irrigation install complete, in back field
- Drive to cell tower still needs repair
- Went to Sheriff's Meeting:
 - "Yes" scam: Company calls and asks a question, to which you will answer "yes" to. They record you saying "yes" and use that recording to use your funds/credit
 - License plate theft: thieves are stealing plates that match the description of stolen vehicles
 - Tag sticker theft: People are peeling off the registration stickers off of license plates; it is suggested that you use a razor blade and cut a pattern into the sticker.

4. Tag/entrance cameras: Mark Toutain- TAP Network Services

- Back camera location more open
- Need a weather proof box-similar to JEA box
- Everything has to be on one side of the street
- Cameras will not solve all problems
- Suggested no more than 5 people to have footage access
- Question: Will one camera catch the tags of 2 lanes. 90+% capture rate. Suggested install initial system, and install more cameras later, if more are needed.
- Cameras mounted to PVC posts, and cemented in. Plate cameras will be 3ft off ground.

- Question: Are the cameras insurable? Through your current insurance policy, under vandalism. Suggested not filing claims to insurance because the deductible is usually higher than just replacing the camera.
- ATT has the fastest fiberoptic
- Data stored on hard drives
- Maintenance plan offered: weekly inspections
- Will provide training

5. Report and Approval of July Financials: Read by Bill Franco

- Motion: Khema
- Seconded: Enrico
- All in Favor

6. Manager's Report: Misty O'Connell

- Pools:
 - New locks are in; Eric Littleton will be cutting the chains
 - Bad wires, at the front pool pump, were replaced.
 - Back pool pump issues (see attached): Pumps need to be pulled and repaired (bearings/seals); Install Booster Pump for chemical feeder; previous pool maintenance company was dumping chemicals into the pool (against code) rather than adding them into the feeder. (est. \$1600)
 - Motion: Bill
 - Seconded: Ian
 - All in Favor
 - More folding tables ordered; still trying to find chairs and lounges to match. Have a meeting with Florida Backyard and Palm Casual
- Landscaping:
 - Atlantic Blvd, along apartments has been mowed. Grass Tech will submit a proposal for regular maintenance
 - Bid submitted for back field. \$5,575 (ground cover, hollies, temporary irrigation, cell tower drive repairs)
- Cell Tower:
 - All information given to the attorney. Reviewing.
 - I spoke with the actual owner of the tower, 08/19/18, he was onsite talking with the pool monitor. He wants me to send all the information for him to research. He purchased in 2015 and is not aware of this agreement
- Ponds:
 - After discussing on NextDoor, many homeowners reached out with pond issues. Those have been sent to Charles Aquatics to try and figure out a plan of action.

- Received some comments from the easement letters. Shrubs/trees are in process of being removed, to assist. Some owners discussing with fence companies, gate prices.
- Management will create an ongoing spreadsheet of the homes with issues and additional notes.
- 1943 Coldfield drainage/regrade issue:
 - Rich Wright scheduled to come out 08/21. Referred by another agent. Works with landscape construction, bulkheads, and drainage.
- Fence separating Association from apartments:
 - Reported that the fence is lower than 6ft. Our residents can see into the apartment property.
 - Ole Time fence came out and said it appears lower because of the ground elevation. Suggested the Association install an 8ft fence when it's time to replace.
 - Suggested adding lattice until it's time to install a new one...but lattice will not be secured to the point that someone cannot pull it down.
- ARC Requests:
 - 2053 Willesdon Dr W: Gate install
 - 11165 Lord Taylor Dr: Re-roof
 - 1632 Huddersfield E: Driveway extension, sitting area at entrance, expand patio in the back yard
 - 11180 Bugatti: Paint change
- Financials: as of July 31st
 - Operating: \$203,705.08
 - Union Money Market: \$87,134.69
 - TIAA Money Market: \$244,311.29
 - Delinquency Balance: \$203,322.92
 - Highest Balance: Sabourin \$9,021.96 (Chapter 11): Sal researching

7. Committee Reports:

- N/A

8. Old Business:

- A. Attorney Status Report submitted
- B. Geese issues
 - Permits required
 - Florida Fish and Wildlife sees them as a nuisance animal
 - Question: Who should pay?
 - UNF hired dogs to scare them off
 - Table pending survey

- C. More JSO coverage versus patrolling security
 - Patrolling security will be more of a deterrent than JSO (Bill)
 - Will we have enough JSO officers to cover hours?
 - Discuss with JSO Scheduler

9. New Business

- 2018-2019 Insurance renewal accepted (less than \$100 increase)
 - Motion: Ian
 - Seconded: Khema
 - All in Favor
- Fence along apartments (see Management Report)

10. Open Forum:

- Management to take a poll, on NextDoor, regarding geese/duck extraction

11. Adjournment: 8:24pm (Bill/Ian)