

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

April 17th, 2017

6:30 p.m.

Front pool: 1813 Willesdon Drive E.

- 1. Roll Call:** *Quorum established. Meeting called to order at 6:30pm.* Gregg Anderson-President, John Chapman-Vice President; Roman Jones-Treasurer, Bill Franco-Secretary; Zelma Rollins-Director; Brenda Wallace-Director; Misty O'Connell-Property Manager
- 2. Approval of Minutes:** March 20th, 2017
 - Motion: Bill
 - Seconded: John
 - All in Favor
- 3. President's Comments:**
 - Board Member, Zelma Rollins, resigned from the Board for personal reasons.
- 4. Report and Approval of March Financials:** Read by Roman Jones
 - Motion: John
 - Seconded: Bill
 - All in Favor
- 5. Manager's Report:** Misty O'Connell
 - Landscaping:
 - Contract changes were made. Ready for signature.
 - First items of business, after contract is signed, planning for mulch and drainage at front pool.
 - Ponds:
 - Aeration of Ponds 2 and 10: 2 bids in- Charles Aquatics and The Lake Doctors.
 - Getting 3rd bid from Aquatic Systems.
 - Getting bids from The Lake Doctors and Aquatic Systems for monthly service.
 - Light Post:
 - Received the check from Progressive. Waiting for parts to come in, for install.
 - Financial Review and Audit:
 - In process.

- Bamboo Fence/Above ground pool deck ARC Issue:
 - Homeowner sent a certified letter for the removal or lowering to no more than 2 feet off the ground by May 18th. Legal action will be taken if not complied with.
- Pool furniture for front pool: Need Board Vote
 - Chairs: \$84.50
 - Tables: \$170.00
 - Lounges: \$148.00
 - Misty to order 5 lounge chairs for the front pool
- Tree cleanup in front Preserve areas/Trip Hazards
 - Have 1 bid: Coastal Trees (\$2500)
 - Waiting on 2 other bids: Warming Tree and Taylor Trees
 - 2 locations need oak tree stump grinding, due to trip hazards. Front playground and in front of basketball court. Working on 3 bids and cost of repairing sidewalks.
 - John suggested just grinding the sidewalks versus grinding roots.
- Fence at front playground:
 - 2 bids in: Superior Fence (\$7108) and Home Depot (\$8015)
 - Waiting on the 3rd. A1 Fencing
- Electric to Message Board:
 - 1 Bid in: KnR (\$1175)
 - Waiting on 2 bids: American Electrical and David Gray Electrical
- Lighting:
 - Replaced bulb and ballast in the back-pool women's bathroom
- Yard Sale:
 - Posted in Times Union and Next Door App; On the message board
 - Banner and island signs will be put out next Monday
- Violations: Hearing Date for all violations Jan-March. May 1st 6:30pm
 - 11153 Coldfield: Edge
 - 11149 Coldfield: Edge/Mow
 - 11145 Coldfield: Pressure Wash/Mow/Treat for Weeds
 - 11118: Mailbox/Appliances/Trailer/Mow/Treat for Weeds/Storing household items on front porch:
 - 2042 Knottingham Trace Ln: Treat for weeds/Replace sod/Edge
 - 2050 Knottingham Trace Ln: Treat for weeds/Replace shingles
 - 11240 Willesdon Dr S: Repair Fence
 - 11206 Willesdon Dr S: No ARC for exterior paint. Coral color
 - 2010 Knottingham Trace Ln: Replace mailbox/Unapproved Fence
 - 1909 Sutton Lakes Blvd: Garage Paint and Fence Replacement
 - 1914 Willesdon Dr E: Fence needs to be straightened and painted

- 1618 Huddersfield
- 11359 Hendon: Trash containers
- 2112 Alfa Romeo: Trailer/Trash
- 11199 Willesdon Dr S: Miss-matched shingles
- 1922 Willesdon Dr: Trailer in front yard
- 11148 Peerless Lane: Appliances
- ARC Approvals:
 - 11238 Willesdon: Roof
 - 11122 Lord Taylor: Roof
 - 2010 Willesdon Dr E: Roof
 - 2033 Millington: Exterior Paint
 - 1897 Sutton Lakes Blvd: Roof
 - 11356 Hendon Dr: Fence
- Financials: As of March 31st
 - Operating: 429,126.36
 - Union Money Market: \$86,956.27
 - Everbank Money Market: \$242,602.98
 - Delinquency Balance: \$231,265.85 down \$18,948.99 from February
 - Update on front pool deck: Starting April 24th instead of May. Cashmere was the chosen color.
 - Back pool pump: Replaced and not repaired; no closing of the pool.
 - Bradford monument sign: Contractors coming out to assess and give bids.
 - Flags need to go out for Memorial Day.
 - Pool monitors to track number of guests at pool
 - Pool guests must show photo ID or ID with proof of address; not a deed specifically.
 - Status on license plate cameras: electricity is not the issue...the cameras must connect to a Wi-Fi connection;

6. Committee Reports: N/A

7. Old Business:

- Litigation Retainage Fee: Attorney Sal Palmeri to discuss.
 - Business litigation is not held on contingency, as consumer litigation is.
 - Historically, anything pre-suit, the firm handles the costs then charges back the Association.
 - Due to Statute of Limitations (5 years) and Selective Enforcement, the 40 (+/-) accounts, that are still in Collections with the firm, are ready for suit.

- As the firm collects the money from the homeowners, the funds will be reimbursed to the Association.
- The firm is requesting a \$20,000 retainer to move forward on this large number of accounts.
- Board vote to pay the \$20,000 retainage fee:
 - Motion: Bill
 - Seconded: John
 - All in Favor
- Grass Carp installation:
 - 75 to be installed into Pond 10.
 - Pond 2 needs an installation, also. Misty to talk to Charles Aquatics.

8. New Business:

- Duck problem:
 - Question: Will the Association assist with the trapping of the ducks? The Association will not be taking on this project, at this time.

9. Open Forum:

- Roof/ARC question: Will the Association (ARC) provide a letter to insurance companies, explaining that roof repairs are not allowed (versus full roof replacement)? Board/ARC Answer: No, not within our guidelines.
- Speed bump install on Sutton Lakes Blvd...John will work on getting 75% of property owners to vote in favor.
- Questions about Officer Spencer...his role...the cost.

10. Adjournment: 8:09pm

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