

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

March 20th, 2017

6:30 p.m.

Front pool: 1813 Willesdon Drive E.

- 1. Roll Call:** *Quorum established. Meeting called to order at 6:32pm.* Gregg Anderson-President, John Chapman-Vice President; Roman Jones-Treasurer, Bill Franco-Secretary; Zelma Rollins-Director; Brenda Wallace-Director; Anna Cardoza (ARC) in for Misty O'Connell
ABSENT: Misty O'Connell-Property Manager

2. Approval of Minutes:

- A. Annual Board Meeting: February 2016 *No quorum at 2017 Annual Meeting*
 - Motion: Bill
 - Seconded: Zelma
 - All in Favor
- B. Board Meeting: January 16th, 2017
 - Motion: Roman
 - Seconded: Bill
 - All in Favor
- C. Annual Board Meeting: February 20th, 2017 *Reviewed. To be voted on at the 2018 Annual Meeting*

3. President's Comments:

- Annual meeting has come and gone...looking forward to a great 2017.

4. Report and Approval of February Financials: Read by Roman Jones

- Motion: Bill
- Seconded: John
- All in Favor
- Roman inquired about the negative amount in Lakes and Irrigation.
- Gregg inquired about the amount spent for Pool Maintenance; Bad Debt is higher than what was budgeted; Printing and Reproduction

5. Manager's Report: Read by Bill Franco

Pending:

- Landscaping:
 - Grass Tech Contract is ready for review.
 - 03/16: Received an email from WC Lawns, one of the 3 companies pursuing the contract, and they have decided to not bid (Email Forwarded)
 - Waiting on other bid from R&D Landscape
 - Atlantic Blvd tree clean-up on fence is too large for Grass Tech. See proposal under Old Business.
 - John requested addendum clarification
 - Grass Tech contract to be accepted after clarifications are made.
 - Motion: John
 - Seconded: Bill
 - All in Favor
- Ponds:
 - Pond 10: Fish Kill...Reason still unknown
 - Cost of replenishing fish?
- Pool Locks:
 - Bathroom and storage room locks have been re-keyed.
 - Officer Spencer requested a key to the pool.
- 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 turned in engineer report to Management and Association Attorney. The report simply stated that it was built to standards. Attorney agrees that the deck must be lowered or removed. Waiting on the timeline from the Attorneys office.
- Dog attack: (Police Report attached)
 - March 6th: a dog attack was reported. 2 Pitbull Terriers got out of their backyard and attacked multiple victims (minor injuries were reported).
 - Per governing documents:
BOOK 8382 Page 577 Article XI (6)
...If, in the opinion of the Board, any animal becomes dangerous or an annoyance or destructive of wildlife, the Association shall have the right to require that such offending animal be removed from the property.

Violations:

- All violations from February and March will be reviewed. All of those not in compliance, will be voted on, at the April ARC meeting, for fining.

ARC Approvals:

- 11101 Windlesham Court: Board on Board fence install. Approved.
- 1904 Willesdon Dr W.: Shed. Denied due to docs Article XI (3) “No Sheds”
- 11335 Willesdon Dr South: New roof. Approved.

Financials: As of February 28th

- Operating: \$434,635.12
- Union Money Market: \$86,945.64
- Everbank Money Market: \$242,422.66
- Delinquency Balance: \$250,214.84 with \$109,418.55 0-30 days past due. Down \$36,501.14 from last month.

6. Committee Reports:

7. Old Business:

- Prospective Board member, Brenda Wallace
 - Motion: John
 - Seconded: Roman
 - All in Favor
- 2nd Review of Rules and Regulations
 - Minor changes needed
 - Once changes are made, the document is approved for Recording and mailing out to homeowners.
 - Motion: Bill
 - Seconded: John
 - All in Favor
- Trees (Left of front entrance and at fence line on Atlantic)
 - Board requested 2 more estimates
- Playground Fence:
 - Board requested 2 more estimates
- Aerators for Pond 2 and Pond 10:
 - Need 2 more bids
- Landscaping: see section 5
- Electric to Message Board
 - Need 2 more bids
- Lump sum payment for Management to oversee pool monitors: \$2500
2016 Expenditure: \$2,160

- Gregg pointed out that pool monitoring services are not part of the Management agreement.
- John suggested Brenda oversee the monitors.
- Bill believes a professional should be hired due to prior issues.
- Zelma inquired who will step in and watch the pool if a monitor does not show up...Bill stated that Misty would have to ensure coverage.
 - Motion: Bill
 - Second: Zelma
 - All in Favor

8. New Business:

- A. Discussion of Dog Park behind front pool. Proposal for a fence enclosure is included.
 - Have Superior Fence flag area.
 - Remove baseball items
 - Would need dog waste stations, signage, benches
 - Management to get a full proposal to include full scope.
- B. Dog Attack (VOTE for/against dog removal) JSO Report is included. Discussed in Management Report
 - In Favor of Dog removal
 - Motion: Gregg
 - Seconded: Zelma
 - All in Favor
- C. Attorney Retainage
 - Request for attorney to come to next Board Meeting.
- D. Discussion on installation of a stage in the back field.
 - Table item.
- E. Extra JSO during the Summer
 - Add additional coverage during June, July, and August
 - Double current coverage.
 - Motion: Gregg
 - Seconded: John
 - All in Favor

9. Open Forum:

- Resident not in favor of a dog park behind the front pool due to noise.
- Management to look at fence near 1698 Aston Hall Court
- Community Yard Sale. April 29th. Management to post signs and ads.
 - Motion: Bill
 - Seconded: John
 - All in Favor

10. Adjournment: 8:51pm

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