**SUTTON LAKES HOMEOWNERS ASSOCIATION**

Board of Directors Meeting Minutes   
April 15, 2025  
6:30 p.m.  
Front Pool – 1813 Willesdon Drive E.

**MINUTES**

1. **Call to Order**: Meeting was called to order at 6:30 p.m. by President Brandy Williams. Additional Board Members in attendance were Linda Brockman, Kyle Lee, Santizzie Myles, Tina Sauvage, Gail Lewis, and Thomas Popola. Shanda Thompson, CAM with Sentry Management also attended. 5 residents attending the meeting in person and 2 via teleconference. A quorum was announced.
2. **Approval of Agenda – Posting Notification:** Notice of the meeting was posted in accordance with Fla. Stat. § 720.303(c)(1)
3. **President’s Report:** given by Brandy Williams, she spoke about the back pool being open on the weekends through the month of April, Community yard sale scheduled for this Saturday, Community Clean Up day scheduled for April 26th. She also thanked Thomas Popola for volunteering to pressure wash and install the new trash cans. She also thanked the residents for attending the meeting.

**V. Treasurer’s Report:**

Given by Kyle Lee – Reported the financials from the Balance Sheet and Revenue and Expense Report. **Thomas Popola motioned to accept the March Financials, Tina Sauvage seconded, motion carried.**

1. **Approval of Meeting Minutes:**

**Kyle Lee motioned to approve the Board of Directors Meeting Minutes for March 18, 2025, seconded by Santizzie Myles, motion carried.**

1. **Committee Reports** - NONE
2. ***Management Report:*** *Given by Shanda Thompson, CAM - supplied in the board packet*
3. **Unfinished Business:**
4. Update on Security Contract – The contract has been signed, and the prior security vendor sent a cancellation notice. PEPS will start Security Services on May 1, 2025
5. Update on Fountain and quotes – New Fountain has been installed, and the vendor installed a new breaker, specifically for the fountain power. This will allow us to turn off the power to the fountain without affecting the median lighting.
6. Update on Landscape Contract and Quotes – The proposals were discussed and a decision based on cost and services provided.

Motion made by Brandy Williams, seconded by Kyle Lee to accept the proposal from Duval Landscape in the annual amount of $46,164.00, motion carried.

1. Turf Maintenance Contract – The board discussed using a separate vendor for the Turf Maintenance.

Motion made by Kyle Lee, seconded by Tina Sauvage, to accept the proposal from Green Lawn for Turf Maintenance for 6 Treatments per year at a cost of $5,600 annually. Motion carried.

1. Backyard Chicken Program – Submission by homeowner – Tina Sauvage prepared a Decision Analysis which was presented at the meeting. The board discussed the homeowner proposal and took a vote. Santizzie Myles, Tina Sauvage and Gail Lewis were in favor of the proposal. Brandy Williams, Linda Brocker, Kyle Lee and Thomas Popola were against. Proposal was denied.

**VIII. New Business:**

1. NONE

**X. Owners Forum**

Questions to the board, from owner’s, board responded accordingly.

**XI. Adjournment:** With no further business left to conduct, the meeting was adjourned at 7:40 p.m. by a motion from Kyle Lee, seconded by Santizzie Myles, motion carried.

“Pursuant to the provisions of Section 468.4335, Florida Statutes, requiring disclosure of any interest that might reasonably tend to create a conflict of interest, direct or indirect, in any action proposed or pending before the Board, a list of entities that offer certain services or products to the Association, and for which Sentry Management Inc. (including its directors, officers, and persons with a financial interest in Sentry Management Inc., or a relative of such persons) may receive additional benefit is available at the following link: [www.sentrymgt.com/fldisclosures](http://www.sentrymgt.com/fldisclosures). Purchase of any product and/or service, which is part of any offering, affinity program, or marketing plan operated by Sentry Management Inc., or any entities affiliated with Sentry Management Inc., is completely voluntary.”