

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

May 21st, 2018

6:30 p.m.

Front pool: 1813 Willesdon Drive E.

1. Roll Call: *Quorum established. Meeting called to order at 6:34pm.* John Chapman- President, Roman Jones-Treasurer, Bill Franco-Vice President, Enrico Aveo-Secretary, Khema Wright- Director, Ian MacKenzie- Director, John Walker- Director

2. Approval of Minutes: April 16th, 2018

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

3. President's Comments:

- Regrading project:
 - 90% complete, a couple of spots still left; to be complete after the rain
 - A section of fence missing between parking lot and field

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

- Motion: Ian
- Seconded: Enrico
- All in Favor
- Roman: Security May payment does not match current invoice; Management research
- No writing off late fees/interest
- Send quarterly notices to those that are \$50 and below

5. Manager's Report: Misty O'Connell

- Pools:
 - Front pool was vacuumed. No glass was found anywhere in the pool, the scuppers, or pool deck.
 - New health inspector, Jaime Plym, conducted her inspection on May 8th.
 - Back pool: pool requires 2 Sheppard's Hooks...and must be correctly hung. No chlorine in either pool

- Front pool: pool requires 2 Sheppard's Hooks...and must be correctly hung. No chlorine. Gate must be repaired with proper hinges and latch
 - All the above has been completed
- Front pool camera system:
 - Cameras have been installed
 - Management can install software on phones...but not on computers
 - Tech only works Mon-Fri from 9-5
 - Homeowner: will the entire community have access to the camera system? No.
- Landscaping:
 - Azaleas have been installed at front monument
- Cell Tower:
 - No new information
- Pond Easements:
 - In process of scheduling raking of pond 11; pond 10 needs to be scheduled also
 - 1937 Coldfield Dr W reported that neighbor has re-graded the back of his property causing water to flow onto her property. Reviewed our documents and re-grading cannot be done without ARC approval and possible SJRWM involvement. Investigating.
- Monument Signs:
 - Sealed, cleaned, and painted
- Playground report:
 - Resident reported missing screws on the playground. Repaired.
- Painting of bridge at Alfa Romeo:
 - John Hunter: \$650
 - Same company Brent previously used
 - Motion: Bill
 - Seconded: Khema
 - Opposed: Roman
- Approved ARC Requests:
 - 11176 Lord Taylor- Exterior paint
 - 11132 Coldfield- Exterior paint
 - 1963 Willesdon Dr W- Exterior paint
 - 1810 Nettington- Exterior paint
 - 11371 Aston Hall Dr S
 - 11241 Ardencroft- Roof
 - 1987 Willesdon Dr W- Roof

- 11022 Gullwing- Roof
- 11229 Illford- Roof
- 1991 Willesdon- Fence

- Financials as of April 30th, 2018

- Operating: \$289,303.02
- Union Money Market: \$87,101.34
- Everbank Money Market: \$249,935.95
- Delinquency Balance: \$213,716.51 down \$12,102.55 from March
- Highest Balance: Sabourin \$8,926.35 (Chapter 11)

- We have requested that the attorney supply a monthly status report showing what stage they are at in the collections process.

6. Committee Reports:

- Suttonfest date: October 14th
- 1st Suttonfest meeting: July 23rd

7. Old Business:

- A. Options for fitness in back field
 - Table
- B. Plate cameras...and other options
 - Table
 - Management to create a spreadsheet

8. New Business:

- A. Ponte Vedra Pools- Bobby Rojas; bidding on pool maintenance
 - 26+ years' experience
 - Flat monthly rate; all chemicals included
 - Does not hold a builder's license; uses contractors (pumps/motors)
 - One-man operation
 - Does periodic drive-throughs
 - Brother, a pool builder, covers if out of town
 - Maintains 2 Associations: Fairfield of Ponte Vedra and Johns Creek
 - \$1700 per month
 - Hard water stains around floor drain returns; can be removed, by resurfacing (from experience) or draining the pool and taking off a thin layer of the surface
 - Post a sign stating that pools may be closed on Monday's, for chemical treatment. Both pools would not be closed at the same time
 - 12-month contract w/30 opt-out
 - Motion: Bill
 - Seconded: John W.
 - All in Favor

- B. Canadian geese
 - Table
 - Awaiting info from FFW
- C. Back bridge- repainting
 - Approved during Management Report
- D. Summer Newsletter topics
 - Suttonfest
 - Fireworks (times and stop date)
 - Feeding geese/ducks
 - City street information
 - Parking on sidewalks
- E. Community events
 - Yard of the Month
 - Pet adoption event
 - Pet microchip event
 - Jaguars community event: Sept 23rd...post on NextDoor
 - Fill the bus (school supplies)
- F. Christmas decorations
 - Request quote
 - Cost for all trees in the islands

9. Open Forum:

10. Adjournment: 8:34pm (Bill/Khema)