

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

August 17th, 2020 6:30pm

1813 Willesdon Dr E

- 1. Roll Call:** *Quorum established. Meeting called to order at 6:30pm.* Bill Franco, Ian MacKenzie, David La Cognata, Roman Jones, Lou Haskins Misty Torres- Property Manager
Not Present: Larry McCain

2. President's Comments: Bill Franco

- Starting a Tuesday food truck night at the front pool
- Renewing management contract with Signature Realty for 3 years. Will discuss further under old business

3. Approval of Minutes: 07/20/20

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

4. Approval of July 2020 Financials: Roman Jones

- Utilities: \$6,339.84 (Actual (A))/ \$4,750 (Budgeted (B))
- General/Administrative: \$21,426.17 (A)/ \$11,896.83 (B)
- Pools: \$11,930.07 (A)/ \$6,595.83 (B)
- Security: \$5,337.34 (A)/ \$6,108.33 (B)
- Landscaping: \$3,946.64(A)/ \$4,458.33 (B)
- Lakes/Irrigation: \$895 (A)/ \$1,070 (B)
- Repairs/Maintenance: \$3,706.10(A)/ \$816.67 (B)
- Capital Project:0
- Year to date: \$275,013.54 (A)/ \$272,788.62 (B)

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

5. Management Report:

- Pools:
 - Canopies at back pool:
 - ❖ Installed
 - ❖ Passed inspection for the footers
 - ❖ Need approval to have all the pavers re-installed. This work will also include the walk-up path that has caving areas that pose liability issues if someone were to fall. Cost \$1,495
 - Frank's pool working on bid for special needs pool arm. Arm alone is aprox. \$7,000. Will also need concrete and electrical work performed.

- Had tree work performed at the back pool (tree growing onto neighboring property)
- Had tree work performed at the front pool/basketball court
- Playgrounds:
 - Requested bids for special needs swing. Swing is aprox. \$500, waiting on cost to install.
- Ponds:
 - Pond 2 still having algae issues. Billy came out for another treatment on 08/11/20
- ARC Approvals:
 - 11058 Miata: Paint
 - 11269 Illford: Entryway screen
- Financials 07/31/2020
 - Operating: \$250,221.68
 - Union Money Market: \$57,810.21
 - TIAA Money Market: \$247,716.82
 - MTD Budget: \$38,612.66/ MTD Actual: \$53,581.16
 - 7411- Clearing of accounts from bank foreclosures or settlements with the attorney.
We are over budget for the year \$4,500 for TOTAL bad debt budgeted. Now that the attorney being more aggressive, we may want to budget at least \$20,000 for bad debt in 2021. We have taken in \$22,254.97 from the attorney in July and \$7,784.47 so far in August.
 - 7827- Replacement of pool grates, per health inspector
 - 8478-Termite Inspections for both pool houses
 - 8484- Final payment for front monument sign repair

6. Old Business:

- A. Renewal of Signature Realty & Management contract:
 - Drafted contract provided to all Board members at meeting
 - New Terms:
 - Renews September 1st, 2020
 - Renewal for 3 years
 - 3% increase year 1; no increase years 2 and 3
 - New contracted item: Signature will spearhead the task of keeping the Board and ARC member positions filled.
 - Motion to accept: Lou
 - Seconded: David
 - All in Favor

7. New Business: N/A

8. Open Forum:

- No Smoking sign at the front pool needs to be replaced
- Discuss different irrigation options with Grass Tech. Lou will research options, as well
- In next newsletter, discuss proper appearance/maintenance of driveways and trees
- Homeowner (Jim Drost) read and distributed a page of Florida Statutes 720, an opinion piece, and a copy of an email (no recipients, no distributor, no dates). Jim made accusations that the Board has met in private to discuss the new Management contract.
 - All Board members present confirmed that tonight's meeting was the first time they have viewed the contract, distributed by Management
 - All Board members present confirmed that they have not had any additional meetings
 - Board President, Bill Franco, confirmed that he was the only Board member in contact with Signature Realty Broker, to discuss new contract terms and this is not against Florida Statutes. Bill also confirmed this with Licensed CAM instructor, and will further discuss with attorney
 - Jim was put out of order after 3 minutes were up (Robert's Rules)

9. Adjournment: David/Bill 7:12pm