

MINUTES
SUTTON LAKES OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING— SEPTEMBER 21, 2015
SUTTON LAKES GAZEBO
JACKSONVILLE, FL

PRESENT: President Bill Franco; Treasurer Roman Jones; Vice President Gregg Anderson; Secretary Zelma Rollins; Director Donald Salter; Property Manager Brent Heinselman.

NOT PRESENT: Donna Vivona, Director

ESTABLISH QUORUM/CALL TO ORDER: Bill Franco recognized a quorum of the Board was present and called the meeting to order at 6:33 p.m.

APPROVAL OF MINUTES – August 17, 2015 Board Meeting: Roman Jones moved to approve the minutes as presented. Zelma Rollins seconded and the motion was approved.

PRESIDENT’S COMMENTS:

Planning meetings for SuttonFest will continue on a weekly basis.

FINANCIAL REPORT: Roman Jones presented the August 2015 Month-End Financial Report, including expenses, income, and delinquencies. Property Manager will investigate the high water bill.

Zelma Rollins made a motion to accept the financial report. Don Salter seconded and the motion was carried.

PROPERTY MANAGER’S REPORT:

Grass Tech provided an estimate of \$5,500 for improvements of the common areas, along Sutton Lakes Blvd. and around the front pool. This includes tearing out all dead vegetation and replacing with mostly sod. Two other bids for \$5700 and \$6500 were obtained. Grass Tech will also refurbish the island on Aston Hall Drive for an additional \$700.

Roman Jones made a motion to accept Grass Tech’s total proposal of \$6200. Don Salter seconded and the motion was carried.

COMMITTEE REPORTS:

The ARB inspection letter will be in the next newsletter and the compliance guideline will be going on the website.

OLD BUSINESS:

NEW BUSINESS:

A homeowner was exiting Sutton Lakes Blvd onto Atlantic Blvd and a dead tree limb fell on her car. She is asking to be reimbursed for the damage, \$254.

Zelma Rollins made a motion to reimburse the homeowner. Don Salter seconded and the motion was carried. Property Manager will inspect all common areas for dangerous/dead trees.

The Board will begin reviewing the 2016 Budget.

Open Forum:

Jim Drost questioned why the Board waived small leftover fees. None of the fees were part of the assessment and the Board waived small ones that were not cost efficient to pursue. Mr. Drost suggested keeping all balances on the books and possibly collecting in future years.

There is a homeowner that is in arrears with his assessment, but would like to volunteer to cook at SuttonFest. SuttonFest is only for members in good standing, but the Board may allow this particular owner to help.

ADJOURNMENT: Zelma Rollins moved to adjourn the meeting at 7:23 p.m. Don Salter seconded the motion and it was unanimously approved.
