

**MINUTES  
SUTTON LAKES OWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING— JULY 18, 2016  
SUTTON LAKES GAZEBO  
JACKSONVILLE, FL**

**PRESENT:** President Gregg Anderson; Treasurer Roman Jones; Vice President Bill Franco; Secretary Zelma Rollins; Director Donald Salter; Property Manager Brent Heinselman, Misty O'Connell.

**NOT PRESENT:**

**ESTABLISH QUORUM/CALL TO ORDER:** Gregg Anderson recognized a quorum of the Board was present and called the meeting to order at 6:30 p.m.

**APPROVAL OF MINUTES – JUNE 20, 2016 Board Meeting:** Roman Jones moved to approve the minutes as presented. Zelma Rollins seconded and the motion was approved.

**PRESIDENT'S COMMENTS:**

Gregg Anderson reported that the back pool is looking blue and clear, but the front pool remains cloudy.

**FINANCIAL REPORT:** Roman Jones presented the June 2016 Month-End Financial Report, including expenses, income, and delinquencies. Don Salter made a motion to accept the financial report. Zelma Rollins seconded and the motion was carried.

Officer Ken Spencer was present to update the community on his patrol of the neighborhood. He reviewed his monthly report, going over parking rules and speeding enforcement. He warned residents to keep their garage doors closed, even during daylight hours when they are home. He also warned that Pokemon Go could be an issue, as teens/adults are trespassing into resident's yards to play the game.

**PROPERTY MANAGER'S REPORT:**

A report was submitted to the Board.

There have been no new responses from owners on SL Blvd. regarding new speed humps.

New chalkboards were placed at the front and back pools for announcements.

Chairs and lounges were ordered for the back pool.

GrassTech will be getting a quote on some cleanup work along Atlantic Blvd.

There is a breaker at the back pool that trips occasionally. An electrician will evaluate.

**COMMITTEE REPORTS:**

Jessica Fernandez, Anna Cardoza, Eric Littleton, and Adele Kovacs have volunteered to serve on the ARC.

Zelma Rollins made a motion to accept them as committee members. Don Salter seconded and the motion was carried.

The new ARC will be working closely with the new Property Manager on compliance issues. The Board and ARC will work together to implement updated ARC Guidelines and fining procedures.

**OLD BUSINESS:**

The attorney is proceeding with an injunction with the owner of 1902 SODE.

Crown Pools has replaced FL Bonded pools as the pool maintenance contractor. There have been some repair issues stemming from poor maintenance and vandalism.

**NEW BUSINESS:**

Brent Heinselman will be leaving as Property Manager at the end of July. The Board discussed their options with Signature Realty going forward and requested a meeting on August 1<sup>st</sup> with the owner of Signature Realty. Options include retaining the new Property Manager, or opting out of the contract and hiring a different company or independent manager.

**Open Forum:**

A resident requested that the pools be open for a longer period of time each year.

**ADJOURNMENT:** Bill Franco moved to adjourn the meeting at 7:48 p.m. Roman Jones seconded the motion and it was unanimously approved.

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