

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

May 15th, 2017

6:30 p.m.

Front pool: 1813 Willesdon Drive E.

- 1. Roll Call:** *Quorum established. Meeting called to order at 6:48pm.* John Chapman-Vice President; Roman Jones-Treasurer, Bill Franco-Secretary; Brenda Wallace-Director; Misty O'Connell-Property Manager
Not Present: Gregg Anderson-President

- 2. Approval of Minutes:** April 17th, 2017

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

- 3. Vice President's Comments:**

- Introduced Officer Kenneth Spencer. At meeting to discuss fishing in the ponds. Officer Spencer stated that if JSO officers come out for a complaint, and they say they cannot do anything about it, get their name and badge number and send it to him.

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

- Motion: Brenda
- Seconded: John
- All in Favor
- Roman asked for clarification on Reserves pay-out: Deposit for front pool resurface (Budgeted Item); and negative in Fines: Fines were wrongfully imposed by former Manager, Bill Reno. This was discovered when homeowner was selling the home. Documentation was supplied to Misty showing all violations were corrected in the time allotted. Fines should have never been incurred.

- 5. Manager's Report:** Misty O'Connell

- Bradford Monument Sign:
 - General Contractors: Good Call, Inc., All Weather Contractors, Arnie Algrim and Associates were contacted.
 - Good Call, Inc.: Estimated \$5,400

- All tiles must be replaced to ensure uniformity of the monument. The most time-consuming part of getting the proposals is getting tiles that match the surrounding monuments and ensuring the etching matches.
 - Misty and ARC inquired about the purpose of the monument signs. Bill explained that the matter of removing the signs has been previously discussed and the majority of the community said that they wanted to keep them since Grass Tech took over the surrounding landscape maintenance.
- Website:
 - Looking at options for a more modern site host
 - Added a “Management Update” to keep the community better informed. I will basically use my Management Report.
- Management Reports:
 - Board will begin receiving 2 Management Reports each month. One the first week of each month and an updated one at the Board Meeting.
 - Pool Monitor Report will be on the 1st report of the month.
- Landscaping:
 - Coming up with a plan for mulch and plantings in the islands. John (Grass Tech) will be scheduling a walk of the areas to discuss better options.
 - Natural color versus red.
 - Get prices for rubber mulch
- Ponds:
 - 50 grass carp were added to pond 10. There will be a June install for the remaining 25 in pond 10 and an agreed upon amount in pond 3.
 - Will meet with Billy, of Charles Aquatics, when he is out this month to do a thorough inspection of the ponds and see where his access is blocked.
 - 3 proposals are in for monthly pond maintenance (Charles Aquatics updated contract renewal, The Lake Doctors, and Aquatic Systems). Will review for June meeting.
 - John will perform drive through with Charles Aquatics and Misty, in June.
- Bamboo Fence/Above ground pool deck ARC Issue:
 - Sal in process of sending letter to the homeowner for lowering or removal.
- Pool furniture for front pool:
 - 5 lounge chairs were ordered. Upfront payment was required. Will be delivered in June.
- Trip Hazards
 - Talked with 2 companies (Precision Sidewalks and Foundation Professionals). They will not do a concrete-grind only. They will only do the work if they also grind the roots of the trees causing the issues.
 - Talked to a General Contractor, All Weather Contractors, the supplied a proposal for \$1,480. They will grind the hazards at the playground, but

should remove and re-pour at the hazard in front of the basketball court, due to high elevation.

- John asked for a motion to have All Weather take care of the trip hazards at the areas discussed near the front pool/basketball court sidewalks; due to liability.
 - Motion: Bill
 - Seconded: Brenda
 - All in Favor
- Trees:
 - See bids for entrance/fence clean-up
 - Tree behind front pool and 2 dead pines behind 1995 Knottingham Trace (need to be removed ASAP due to liability). \$1906 (Warming Tree)
 - John suggested taking care of the 2 pines, due to liability. Contact other companies for tree down behind front pool.
 - Motion: Bill
 - Seconded: Roman
 - All in favor
 - Get companies to match 4' verbiage for Atlantic Blvd project.
 - Bill asked for trees to be cut back at front pool. Misty will inform Grass Tech.
- Fence at Playground:
 - 2 bids in: Superior Fence (\$7108) and Home Depot (\$8015)
 - A1 Fencing never turned in Bid. No longer answers calls.
 - Requested for Bullard Fence to come out. They are backed up but will meet with me before month-end May.
- Electric to Message Board:
 - See bids
- Violations
 - Hearing was held on May 1st.
 - 11149 Coldfield: Edge/Mow: **Complied**
 - 11145 Coldfield: Pressure Wash/Mow/Treat for Weeds. **Complied.** Given 30 days to paint trim where pressure washing took off the paint.
 - 11118 Coldfield: Mailbox/Appliances/Trailer/Mow/Treat for Weeds/Storing household items on front porch: **Did not respond to Violation/Hearing Notice. Did not attend Hearing. Fining has begun.** City was contacted in March and May.
 - 2042 Knottingham Trace In: Treat for weeds/Replace sod/Edge: **Complied with weed treatment and edging. Replaced some sod.** Contacted new Property Manager for remaining sod issues.
 - 2050 Knottingham Trace In: Treat for weeds/edging/Replace shingles: **Complied on weed treatment and edging.**

- 11245 Willesdon Dr S: Repair Fence: **Removed broken gate.** Given until June 5th to replace fence.
- 2010 Knottingham Trace Ln: Replace mailbox/Unapproved Fence: **Complied with mailbox repairs.** Given until August 1st to complete fence install.
- 1909 Sutton Lakes Blvd: Garage Paint and Fence Replacement: **Responded to notice.** Given until June 1st.
- 1914 Willesdon Dr E: **Complied.** Given until June 1st to replace final panel.
- 1618 Huddersfield: Trailer in driveway/Construction items stored on lawn and driveway: **Complied.**
- 11199 Willesdon Dr S: Miss-matched shingles: **Responded to notice.** Given until June 1st.
- 1922 Willesdon Dr: Trailer in front yard/trash cans. **Complied.**
- 11148 Peerless Lane: Appliances. **Complied.**
- ARC Requests: N/A
- Financials:
 - Operating: \$390,109.89
 - Union Money Market: \$86,965.87
 - Everbank Money Market: \$242,688.60
 - Delinquency Balance: \$209,243.23 down \$22,022.62 from March.

6. Committee Reports: N/A

7. Old Business:

- A. Approval of 2015 Financial Review and 2016 Financial Audit
 - Roman questioned the Audit and wants more detail.
 - Misty to discuss forensic audit with current CPA company
 - John inquired about getting another CPA company to view the procedures of the company that has submitted the Review and Audit.
 - Tabled for next meeting
- B. Tree removal project
 - Discussed during the Management Report
- C. Aeration of ponds 2 and 10
 - Tabled for next meeting
- D. Electric to message Board
 - Table for next meeting
 - KnR bid needs more detail

8. New Business:

- Fishing in ponds:

- Officer Kenneth Spencer spoke on the matter. Stated that majority of people fishing in the SL ponds are not residents. There is a Facebook forum that mentions that the ponds in SL are good for bass fishing. Spencer is talking to Fish and Wildlife to see what all he can write citations on.

9. Open Forum: N/A

10. Adjournment: 8:02pm

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