

SUTTON LAKES HOMEOWNERS ASSOCIATION

Board Meeting - Minutes

February 20, 2024

6:30 PM

Front Pool

MINUTES

- I.** **Call to Order:** Meeting was called to order at 6:32 pm by President Brandy Williams. Additional Board Members in attendance were Linda Brocker and Kyle Lee. Bill Franco and Santizzie Myles were absent. A quorum was announced.
- II.** **Approval of Agenda – Posting Notification:** Notice of the meeting was posted in accordance with Fla. Stat. § 720.303(c)(1)
- III.** **President’s Report:**
Brandy Williams updated the residents on the new Amazon building expected to be built. Several businesses opposed the construction. They have amended the original proposal. They have adjusted their hours so that roadway usage will not be during the rush hours. The construction is moving forward and should be completed quickly. She also informed the residents about the geese issue and that the association hired a company to remove a total of 28 geese.
- IV.** **Treasurer’s Report**
Given by Kyle Lee – Reported to the residents according to the balance sheet provided in the board packet. Motion to approve the Treasures report by Linda Brocker and seconded by Kyle Lee. Motion carried.
- V.** **Approval of Meeting Minutes:**
Kyle Lee motioned to approve the January meeting minutes, seconded by Linda Brocker, motion carried.
- VI.** **Committee Reports** - NONE
- VII.** **ARC Ratifications:**
11310 Aston Hall Drive – Shed Installation
1909 Sutton Lakes Blvd - Shed Installation
1937 Coldfield Drive W – Window Replacement
11151 Tiverton Trace Court – Replace Driveway with pavers
11340 Knottingham Trace Ct – Window Replacement

Motion made by Linda Brocker to approve all ARC approvals no one seconded the motion. Motion did not pass.
- VIII.** **Management Report:** *Given by Shanda Thompson, CAM - supplied in the board packet*

IX. Unfinished Business:

- a. Security /Insurance Consultant re: Pool Security scheduled for Wednesday February 21, 2024, at 10:00 a.m.
- b. Status of Newsletter – to be submitted to the board for approval by March 1, 2024.
- c. Location of Annual Meeting – Annual Meeting will be held at Watson Office on Atlantic Avenue
- d. Status of Community Association Manager office – quotes, etc. Quotes coming in, need more detail on building type and size.
- e. Update of Preservation of the HOA documents – Sal Palmeri is working on the preservation of the documents. He is working on obtaining original documents for the preservation. We are lacking

IX. New Business:

- a. Yard of the month – Yard of the month will be from May through October. Kyle motioned to approve the yard of the month, Linda Brocker seconded, motion carried.
- b. Pool Monitor pay increase – \$1 + per hour - Discussion was to increase incrementally in accordance with the minimum wage increases. Kyle Lee motioned to increase to 13 per hour in 2024, increasing every year by \$1 per year until 2026 to meet the minimum wage guidelines, seconded by Linda Brocker. Motion carried.
- c. Giddens – increasing patrols to 7 days a week - Tabled until next meeting. Need to get quotes for two additional security companies
- d. Fence Replacement – Back pool between homeowners and parking lot - It was determined to get three quotes for wood and white vinyl to replace the old fencing.
- e. Update on violations and when fines will be applied – Violations are being done consistently. We need to schedule a meeting with the fining committee and ARC committee to comply with the association documents. We will need to schedule a hearing meeting prior to instituting a fine.

X. Owners Forum

Questions to the board, from owner's, board responded accordingly.

- XI. Adjournment:** With no further business left to conduct, the meeting was adjourned at 7:58 p.m. by a motion of Kyle Lee, seconded by Linda Brocker, motion carried