

# SUTTON LAKES HOMEOWNERS ASSOCIATION

Board Meeting - Minutes

August 20, 2024

6:30 PM

Front Pool

## MINUTES

- I. **Call to Order:** Meeting was called to order at 6:30 p.m. by President Brandy Williams. Additional Board Members in attendance were Kyle Lee, Santizzie Myles and Linda Brocker. Shanda Thompson, CAM with Sentry Management also attended. Tina Sauvage was 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 welcomed the attending residents. She notified the residents that Roman Jones had resigned from the board. He served on the board for many years and his service is appreciated. She also informed them of the increase in insurance coverage due to the Insurance Appraisal from 300 K to 3.2 million.
- IV. **Treasurer’s Report**  
Given by Kyle Lee – Reported the financials from the Balance Sheet and Revenue and Expense Report.  
**Motion made by Santizzie Myles and seconded by Linda Brocker to accept the Treasurers Report. Motion carried.**
- V. **Approval of Meeting Minutes:**  
Kyle Lee motioned to approve the July 16, 2024, meeting minutes, seconded by Santizzie Myles, motion carried.
- VI. **Committee Reports** - NONE
- VII. **Management Report:** *Given by Shanda Thompson, CAM - supplied in the board packet*
- VIII. **Unfinished Business:**
  - a. City of Jacksonville Ordinance – Backyard Hen Program – Shanda Thompson informed the residents that the Owner’s Association documents supersede in this case. The city of Jacksonville was contacted to inform them that Sutton Lakes would not take part in the Hen Program. We were informed that we did not have to do this. Documents prevail.
  - b. Basketball Court Quotes – Met with Court Surfaces and obtained a quote to refurbish the basketball courts. This quote was about half of the prior company that provided a quote. Currently we are not in a financial position to have the basketball courts refurbished. This was tabled until next year.

**IX. New Business:**

- a. Tree Trimming Quotes – Tree Trimming quotes were obtained. Russell Tree Service in the amount of \$9,800.00, this quote had many items that do not need to be completed currently. Second quote of \$2,800.00 from Souza and Sons Tree Service. Only the necessary items were in the quote. However, the board would like to add the addition of 4 ligustrum trees to be removed.  
**Kyle Lee made the motion to approve the quote from Souza and Son's at \$2,800.00 with up to an additional \$500.00 to cover the ligustrum trees. Santizzie Myles seconded. Motion carried.**
- b. Update on Pool Monitor Meeting – Brandy Williams gave the update on the pool monitor meeting. The pool monitors attended a meeting a few weeks ago to go over the pool rules and procedures.
- c. Camera Installation – Brandy Williams gave the update on the Camera Installation and spoke about the license plate readers at the front. Cameras at the front and back pool have been installed and are operational. The License plate reader will be completed in the next couple of weeks.
- d. Sutton Fest – Sutton Fest will be held on the last Saturday in October. This is tabled until the next meeting.
- e. Community Garage Sale – The Community Garage sale will be held on the last Saturday in September.

**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 7:36 p.m. by a motion from Linda Brocker, seconded by Kyle Lee, motion carried.