

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

**April 19th, 2022**

**1813 Willesdon Dr E**

- 1. Roll Call:** *Quorum established. Meeting called to order at 6:32pm.* Brandy Williams, David La Cognata, Bill Franco, Linda Bocker, Kyle Lee, Misty Torres- Property Manager  
**Not Present:** Ian MacKenzie

**2. President's Comments:**

- Appoint new Board Member: Patrick O'Brien
  - Motion: Kyle
  - Second: Brandy
  - All in Favor
- Appoint Kyle Lee to Treasurer position
  - Motion: Brandy
  - Second: Bill
  - All in Favor

**3. Approval of Minutes:** Jan-March 2022

- Motion: Linda
- Second: Brandy
- All in Favor

**4. Review of March Financials:** Misty Torres

- Motion: Bill
- Second: Kyle
- All in Favor

**5. Management Report:**

- Pools:
  - Back pool running smoothly
  - Gate has latch...soon to be replaced by the same type of latch at the front pool
- Landscaping:
  - Mulch installed
  - Trees installed at the pocket park
- Reported Items (email/FB/NextDoor)
  - 11331 Doubleday Ct: tree fell on fence and shed
  - 11149 Windlesham: Semi cab parked on the street
  - Vehicles parked on street at Bugatti: reported to Officer Spencer and he put tickets on the vehicles
  - 3 AirBnB reported: all reported to the city for zoning

- AirBnB:
  - City started action against 2 homeowners. Citations were put on the doors of the owner's homes, in Jacksonville.
- Fallen trees from Preserve areas:
  - Spoke with SJRWMD and they stated that the owners with damages are to contact their homeowner's insurance. That it is not the District's responsibility or the HOA's.
  - If residents want permits from SJRWMD to remove trees in the preserve, they have to submit a request to them and they will review
- Basketball court:
  - Trip hazards sanded
  - Pressure washed
  - Stencil has been ordered to paint new lines
- 1895 WDE – tow notice of disabled vehicle
- Trash can to match what we have in the front 18 week turn around (Southern Recreation) or \$1,000 from business supply company: Order can but use plastic until then
- ARC Approvals:
  - 1874 Willesdon: Fence Replacement
  - 1898 Willesdon: Fence Replacement
  - 1916 Sutton Lakes Blvd: Paint
  - 11126 Windlesham: Fence Replacement
- Financials:
  - Actual/Budget
  - Utilities: \$2,686.41(A)/ \$4,583.33(B)
  - General/Administrative: \$8,422.35 (A)/ \$11,662.89 (B)
  - Pools: 2,808.37 (A)/ \$7,104.17 (B)
  - Security: \$5,505.51(A)/ \$6,191.67 (B)
  - Landscaping: \$4,046.64(A)/ \$4,233.34(B)
  - Lakes: \$2,174.00(A)/ \$2,057.33 (B)
  - Repairs/Maintenance: \$118.25(A)/ \$1,318.11 (B)
  - Capital: \$0 (A)/ \$0 (B)
  - Total Expenses: \$25,761.53 (A)/ \$37,150.84
  - Year to Date: \$88,400.08 (A)/ \$111,452.52 (B) Under Budget \$23,052.44 year to date

## 6. Old Business:

A. Paver Bids: A Cut Above approved: \$3,950

- Motion: Bill
- Second: Kyle
- All in Favor

B. Yard of the Month update: Resident Gail Lewis

**7. New Business:**

- A. Preserve tree maintenance and storage containers verbiage added to Rule and Regs
  - Motion: Kyle
  - Second: Brandy
  - All in Favor

**8. Open Forum:**

- Misty to create survey for amenities since Ian resigned
- Hendon house with fallen fence and yard issues. Property in short sale.
- Discussion of pond fishing
- How would new amenities be secured for residents only?
- Utility box at back park has graffiti
- Discussion of adding additional seating at the front park
- Discussion who handles street light issues

**9. Adjournment:** 7:20pm (Bill/Kyle)