

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

**July 19th, 2022**

**1813 Willesdon Dr E**

- 1. Roll Call:** *Quorum established. Meeting called to order at 6:30pm.* Brandy Williams, Bill Franco, Linda Brocker, Kyle Lee, Patrick O'Brien Misty Torres- Property Manager  
**Not Present:** David La Cognata

**2. Vice President's Comments:**

- Welcome and thank members for coming
- Board member resignation: David La Cognata
  - Motion: Kyle
  - Second: Bill
  - All in Favor
- Appointment of new positions based on resignation
  - Brandy: President (Bill/Kyle)
  - Linda: Vice President (Bill/Kyle)
  - Bill: Secretary (Linda/Brandy)
- Acknowledgement of community members reaching out with concern. We can do better. We did do better in the past. And we will do better in the future and make the community more marketable.
- Discussed future plans to enlighten the community on what is acceptable and not acceptable, regarding property upkeep.
- Member: Does there not need to be an election for the new positions or new members?  
Brandy: No. We will have the next election February of 2023. Misty: The open positions do not need to be filled (5 active members/7 allowed/no less than 5)
- Member: Is ZOOM an option? Or video of the meetings? Multiple members believe the Association will have more participation if members can be remote.  
Bill: this was discussed in the past and voted against  
Brandy: Table discussion for another meeting after Board members look into the option.
- Look into doing an email distribution via Constant Contacts. Management will post the form needed, to gain legal permission from members, to send emails from the Association.
- Brandy: Members need to continue with "see something/say something"

**3. Approval of Minutes: June**

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

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

- Financials: June
  - Utilities: \$5,497.42(A)/ \$4,583.33(B)

- General/Administrative: \$9,217.40(A)/ \$11,662.89 (B)
- Pools: \$7,244.40(A)/ \$7,104.17 (B)
- Security: \$3,502.93(A)/ \$6,191.67 (B)
- Landscaping: \$4,681.64(A)/ \$4,233.34(B)
- Lakes: \$1,924.(A)/ \$2,057.33 (B)
- Repairs/Maintenance: \$9,362.80(A)/ \$1,318.11 (B)
- Capital: \$0 (A)/ \$0 (B)
- Total Expenses: \$41,430.59(A)/ \$37,150.84
- Year to Date: \$217,248.05 (A)/ \$222,905.04 (B) Under Budget \$5,656.99 year to date
- Checking/Reserve Balance: \$672,011.48
  - Motion: Patrick
  - Second: Bill
  - All in Favor

## 5. Management Report:

- Pools:
  - System changeout almost completed at front pool (tablet to liquid)
- Landscape:
  - Trees at front pool island were cut back (palms trimmed/canopies raised)
  - Irrigation changed out at the monument signs at Aston Hall so we could lay new sod
- Lord Taylor house:
  - From Attorney: I attended an in person hearing on this matter two weeks ago and the deposition of the original property owner (who is incarcerated for child molestation and child pornography offences), last week. There remains a lienholder dispute between the 1st and 2nd mortgage holders, and they are seeking evidence through additional discovery which has resulted in more delay. I have informed the court on numerous occasions that the Association is being damaged with every passing day and we are working with the Court and opposing parties to schedule final hearings and resolve.
  - Contacted the City of Jacksonville on it again on 07/05. The ticket is still open and has not been assigned to a city agent
- Traffic Calming at Willesdon/SLB
  - From the City: Thank you for contacting the city about installing a Pedestrian Crossing at the intersection of Willesdon Dr and Sutton Lake Blvd. I investigated this issue on 6/2/22 by performing an hour-long Pedestrian study between 3:30 PM and 4:30 PM. I counted zero pedestrians crossing this intersection during this time. From my observations majority of the residents using the playground and pool traveled by car and parked in the parking lot. I also witnessed frequent gaps in traffic at this intersection at a peak hour in traffic. At this time a Flashing pedestrian crossing is not warranted. Traffic Engineering will add this intersection to a low priority list for a static pedestrian crossing (signs and pavement markings only).
- Management to put in a request with the city for a dead end sign at Alfa Romeo and Willesdon E.

## **6. Old Business:**

### **A. Date for Fall Festival: October 22<sup>nd</sup> 11am-4pm**

- Book food trucks versus volunteer cooking
- Have members with businesses setup tables to promote their business
- Get cost on game truck
- Brandy: Have raffles (to discuss later)
- We will also have Pictures with Santa again this year. Santa has confirmed.
- Patrick: Can there be a brewery truck? Too much liability
- Member: Can we have fireworks? Too much liability

### **B. Review online survey results (based on social media and mailing 258 votes)**

- Pickle Ball: 8.91%
  - Outdoor Fitness: 10.47%
  - Dog Park: 30.23%
  - Covered Grill/Picnic Area: 6.20%
  - Clubhouse: 32.17%
  - None of the above: 12.02%
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- Other suggestions: Tennis courts, splash pad, speed humps, indoor fitness, skate park, parking for boats/RVs, gates, more cameras, more security
  - This was the first step in possible future projects. Nothing is definite or set in stone. The Board was getting a feeling for what the community would be interested in.
  - All the projects would be considered Capital Projects because we would be adding to the community. Depending on the cost, we would need a 75%-member vote, in favor, to move forward.
  - Bill: Because only 258 residents voted, out of 1286, we will table the next step until a future meeting. All in favor.

## **7. New Business:**

### **A. Pool monitor pay**

- Should pool monitors be paid when hours are not worked, due to pool maintenance?
- Kyle: monitors should not be paid unless the hours were worked. If there is planned/scheduled maintenance, and the pool is closed, monitors should not be paid.
  - Motion: Kyle
  - Second: Linda
  - All in Favor
  - Abstained from voting: Bill

### **B. Landscape refresh at front pool island**

- Tabled for next meeting due to bad weather approaching during meeting. Bids were provided by Grass Tech

C. Add draft Minutes to website

- Draft Minutes will be posted to the site within 48 hours of the Board meetings, moving forward, to allow members to view sooner rather than waiting for them to be approved at the following meeting.

**8. Open Forum:**

- Member: Requested certain documents. Will reach out to Brandy to find out the correct way to request, per Florida Statutes and will send to Management. Brandy: Take another look at the Florida Statutes to confirm method is correct.
- Member: Violations need to be followed up on and all members must be treated the same. Need a better handle on mailings. Did we pay extra for second mailing of postcards? Misty: No. Only charged once for First Class versus the original bulk mailing.
- Member: Maybe we could add additional verbiage to our violation letters, including the standard issues in multi-languages
- Member: When is Management contract up? Bill: September 2023

**9. Adjournment: 7:43pm**