

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

**August 16th, 2022  
1813 Willesdon Dr E**

- 1. Roll Call:** *Quorum established. Meeting called to order at 6:38pm.* Brandy Williams, Bill Franco, Linda Brocker, Kyle Lee, Misty Torres- Property Manager  
**Not Present:** Linda Brocker, Patrick O'Brien

**2. President's Comments:**

- Welcome and thank members for coming

**3. Approval of Minutes:** July

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

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

- Financials: June
  - Utilities: \$6,705.89(A)/ \$4,583.33(B)
  - General/Administrative: \$7,856.49(A)/ \$11,662.89 (B)
  - Pools: \$13,219.64(A)/ \$7,104.17 (B)
  - Security: \$2,047.53(A)/ \$6,191.67 (B)
  - Landscaping: \$6,076.64(A)/ \$4,233.34(B)
  - Lakes: \$2,399(A)/ \$2,057.33 (B)
  - Repairs/Maintenance: \$906.10(A)/ \$1,318.11 (B)
  - Capital: \$0 (A)/ \$0 (B)
  - Total Expenses: \$39,211.29(A)/ \$37,150.84
  - Year to Date: \$256,459.34 (A)/ \$260,055.88 (B) Under Budget \$3,596.54 year to date
  - Checking/Reserve Balance: \$332,594.67/\$306,289.32
- Motion: Bill
- Second: Brandy
- All in Favor

**5. Management Report:**

- Pools:
  - System changeout completed at front pool (tablet to liquid)
- Traffic Calming at Willesdon/SLB
  - New ticket put in with the city now that school is back in
- 3 new tickets put in with the city for missing street name signs
- Ticket in with the city for dead end sign at Alfa/Willesdon E
- Pond 4 will start raking next week

- Approved ARC: 11166 WDS: Fence
- Reviewed Community News and Violation Reference Guide. Made edits.

## **6. Old Business:**

### **A. Security:**

- Allied Bid: \$65,016 plus \$14,400 (annually) for the vehicle
  - Reporting via software (\$2,388 annually)
- Giddens: \$47,611.20 plus \$5,980 (annually) for the vehicle
  - Manual reporting (no charge)
- Member inquiry: Why not get more bids?
  - We previously got additional bids
  - We were happy with Giddens service previously
- Motion to accept Giddens: Bill
- Second: Kyle
- All in Favor

### **B. Front pool island refresh (\$3,815)**

- Kyle: Why not remove the island and add additional parking?
- Table to March 2023 (trees already trimmed back)

### **C. ZOOM/FB Live options for meetings:**

- Board not in favor. Opened discussion for members
- Will have a test run in September w/ZOOM

## **7. New Business: None**

## **8. Open Forum:**

- Board update request:
  1. Midges at pond 11
    - One treatment completed, no difference. Will only have an impact if done monthly.
    - Will readdress next year before summer
  2. No Parking Signs:
    - Add different verbiage; current signs may be confusing
  3. Financial availability:
    - Discussed adding to website
    - Legally, financials are available upon written request by an owner
    - Financial breakdown is on the Board Meeting Minutes, also.
  4. Get new nets for the basketball courts
  5. Pool Schedule:
    - Front pool closes the day after Labor Day
    - Back pool open 7 days during September then weekends only in October

➤ Member Forum:

1. RVs at houses: RVs and boats may be on property if behind a fence
2. Yard of The Month Recap: Gail Lewis
3. Violation process
4. Survey: Board voted to table the addition of amenities until a later date, at the July meeting. Not enough interest was shown. The survey was to get “a feeling” of what the community would like to add
5. Vacant house on Hollington: homeowner wants the association to ensure gate stays closed.
  - The Association does not maintain the property
  - The Association did not install the gate lock
  - Any matters with the property are being handled by the management company marked on the door of the home
  - The Association cannot make the management company keep the gate closed
6. Vacancy on Board:
  - 5-member board with option of up to 7 and no less than three.
  - Board is not required to fill vacancies until next election (unless below the required minimum)
7. Updates on fall festival:
  - No new updates
  - Planning is under way
  - Details will be released closer to the festival on website and social media

**9. Adjournment: 7:45pm**