

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

September 20th, 2022

1813 Willesdon Dr E

- 1. Roll Call:** *Quorum established. Meeting called to order at 6:32pm.* Brandy Williams, Bill Franco, Linda Brocker, Kyle Lee, Patrick O'Brien Misty Torres- Property Manager
Not Present: Linda Brocker

2. President's Comments:

- Tonight's meeting also being broadcasted via Zoom for a trial run (12 members present at the beginning of Zoom, ended with 7.
- Violation guide was mailed out

3. Approval of Minutes: August 16th

- Misty explained that draft Minutes are now posted to the website, 48 hours after the meeting, rather than after adoption at the following month's meeting
 - Motion: Kyle
 - Second: Patrick
 - All in Favor

4. Review of Financials: Misty Torres

- Financials: August
 - Utilities: \$6,456.01(A)/ \$4,583.33(B)
 - General/Administrative: \$21,937.51(A)/ \$11,662.89 (B) (Insurance Renewal)
 - Pools: \$20,208.37(A)/ \$7,104.17 (B) (pool monitors/pool permit renewals/pool chemicals)
 - Security: \$2,047.52(A)/ \$6,191.67 (B)
 - Landscaping: \$3,806.64(A)/ \$4,233.34(B)
 - Lakes: \$6,228.14(A)/ \$2,057.33 (B) (pond 4 raking)
 - Repairs/Maintenance: \$341.89(A)/ \$1,318.11 (B)
 - Capital: \$0 (A)/ \$0 (B)
 - Total Expenses: \$61,026.08(A)/ \$37,150.84
 - Year to Date: \$317,485.42 (A)/ \$297,206.72 (B)
 - Checking/Reserve Balance: \$276,072.40/\$306,405.49
- Motion: Bill
 - Second: Kyle
 - All in Favor

5. Management Report:

- Pools:
 - Front pool closed for the season.
 - Getting bids for resurfacing back pools (marcite/tile replacement/coping/lights)

- Currently have one bid in, Frank's Pools (\$204,699)
- Traffic Calming at Willesdon/SLB
 - Thank you for reaching out to the Traffic Engineering. We did previously observe the intersection on 06/02/2022 and performed a pedestrian count. Our findings resulted in not sufficient need for a pedestrian signal at that time. As traffic engineers, we can only install 4-way stops at locations where they are warranted by the Federal Highway Administration (FHWA) standards. All-way stops are based on traffic volume, sight distance, and historical crash data. At this intersection there is not enough traffic volume, there are no sight distance problems, and there are not enough reported crashes to meet the any of these warrants. Unwarranted all-way stops make roads more dangerous because many drivers will blow through unwarranted stop signs and many drivers increase speed mid-block to make up for a lost time. Unfortunately, we cannot install an all-way stop at this location at this time.
- Community update and Rules and Regs were mailed out
- Missing street signs have been replaced
- Basketball nets replaced and all parts adjusted and tightened
- Arborist coming out to assess the trees down SLB and around the pool/picnic/basketball/playground areas
- Ponds:
 - Pond 4 rake-out is complete
- Security:
 - Giddens has started services. Supervisor is currently working our property
- Incidents: hit and run at entrance and car items stolen on Lord Taylor
- Approved ARC:
 - 1819 Willesdon W: Pavers
 - 11156 Millington: Back patio extension and siding to stucco
- Bill confirmed holiday lights are scheduled.
- Bill wants Management to form a committee (Bill, Misty, maybe Officer Spencer), to brainstorm on how to stop people from trespassing at the pools. Misty suggested live/motion activated cameras (like Ring)

6. Old Business:

A. Fall Festival Update:

- 3 bounce houses (1 interactive, 1 for younger aged kids, 1 for older kids)
- DJ Jeff Bell booked
- The Ever-Changing Food Truck and Mr. Softee (ice cream truck) is booked
- Cornhole and hula hoops already on site
- Canopy/tables/chairs ordered
- 3 vendor tables (real estate/solar panel/tumblers & T-shirts)
- No petting zoo due to DJ

7. New Business:

- A. Attorney requests recording of Manager as official signer of legal documents
 - Signature only given after Board reviews documents
 - Motion: Kyle
 - Second: Patrick
 - All in favor
- B. Fence replacement at the back pool:
 - Fence between the back pool parking lot and home beside the parking lot needs to be replaced. Deteriorated wood. Discolored. Leaning.
 - 93ft pressure treated wood
 - First Bid: Wilson Outdoors (current fence contractor): \$2,787.65
 - Getting 2 additional bids
- C. October Pool Hours:
 - Instead of being open Sat-Sun, pools will be open Fri-Sun, 8am-7pm (due to time change)
 - Motion: Patrick
 - Second: Kyle
 - All in Favor
- D. Hire/pay member to inspect violations
 - Brandy was presented with this item
 - Bill not in favor
 - Misty explained that when members are inspecting, he/she may not be looking for the same things management is. For instance, a property may be reported to have trash/recycle bins out, but they also have additional violations but only gets cited for the trash/recycle bins
 - Table matter

8. Open Forum:

- Parking on street getting worse and worse; parking in same place on opposite sides of the street
- Teenagers from Sandalwood damaging resident's property
- Flooding at Coldfield and Lord Taylor
- Trash being left at the basketball court. Member suggested removing rims if it continues. Management will add a sign
- Newer resident complimented the Board for their hard work and keeping the HOAs lower than surrounding communities
- Drivers not stopping at Lord Taylor/Coldfield intersection. Misty will tell Officer Spencer to be on the lookout
- Gail announced Yard of the Month: 11239 Hendon Dr
- Resident stated that reporting is not the issue with violations, it is accountability/follow-up
- Mention of giving residents food vouchers for Fall Festival food trucks

9. Adjournment: 7:27pm (Bill/Kyle)