

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

**October 18th, 2022
1813 Willesdon Dr E/Zoom**

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

2. President's Comments:

- Intro
- Sutton Fest is this weekend
- FDOT Notice mailed out to residents. Open meeting Nov. 3rd at 6pm (in person/online/phone). Median construction at Atlantic and Sutton Lakes Blvd. Brandy will provide document to Misty to post online

3. Approval of Minutes: September

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

4. Review of Financials: Misty Torres

- Financials: August
 - Utilities: \$5,714.75(A)/ \$4,583.33(B)
 - General/Administrative: \$12,734.82(A)/ \$11,662.89 (B) (Insurance Renewal)
 - Pools: \$8,452.30(A)/ \$7,104.17 (B) (pool monitors/pool permit renewals/pool chemicals)
 - Security: \$5,588.07(A)/ \$6,191.67 (B)
 - Landscaping: \$3,616.64(A)/ \$4,233.34(B)
 - Lakes: \$2,317.61(A)/ \$2,057.33 (B) (pond 4 raking)
 - Repairs/Maintenance: \$0(A)/ \$1,318.11 (B)
 - Capital: \$0 (A)/ \$0 (B)
 - Total Expenses: \$38,424.19(A)/ \$37,150.84
 - Year to Date: \$356,099.61 (A)/ \$334,357.56 (B)
 - Checking/Reserve Balance: \$241,595.36/\$306,514.05
- Motion: Kyle
- Second: Bill
- All in Favor

5. Pool Security Discussion with JSO Officer Ken Spencer:

- Bill discussed the need for better security at the pools. People jump the fence or damage the fence to get in after hours
- Sensors are needed throughout both pool areas

- Officer Spencer mentioned cell phone enabled cameras
- Make sure back pool lost is closed when pools are closed (other than during the holidays because delivery service keeps storage structures in the lot
- Resident mentioned homeless camp in woods. Spencer: noted that it was cleared two weeks ago but it will continue to happen because there is a large homelessness increase in the Jacksonville area
- Bill requested that Misty get some security specialists out to give recommendations and give presentations

6. Management Report:

- Pools:
 - Researching companies with Ponte Vedra Pools (our maintenance company) (marcite/tile replacement/coping/lights)
 - Currently have one bid in, Frank's Pools (\$204,699)
- Arborist coming out to assess the trees down SLB and around the pool/picnic/basketball/playground areas: On hold due to storm cleanup down south.
- Resident with a cat colony asked for guidance on how to take care of them if/when she sells her property
 - Call Animal Control or Humane Society
- Approved ARC:
 - 2142 Alfa Romeo: Paint

7. 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, Chubby Burrito and Mr. Softee (ice cream truck) is booked
- Cornhole and hula hoops already on site
- Signs are in and they will be placed around the community tomorrow
- Will start posting additional info online
- Raffles for Giftcard
- Treats given to kids as they leave
- Member mentioned people may not be able to afford food trucks or may not like food trucks. Feels association should pay and give vouchers to families. Brandy: We can visit that idea next year
- Member wants to set up a massage table and provide massages (Misty confirmed license and Insurance) – Board ok with this

B. ZOOM:

- Last meeting and this meeting Zoom option was provided.
- Zoom information should be posted sooner (miscommunication this month)
- Started with 6 Zoom attendees, dropped to 3 mid-meeting, 2 others joined for aprox. 10-15 minutes then dropped off
- Bill not in favor of continuing due to not enough involvement
- Kyle wants more people to come to in person meetings

- Member suggested having Zoom for at least 10 meetings, then decide
- All agreed that more information needs to be provided to residents about Zoom option
- Zoom attendee suggested posting a “how to” online
- Brandy wants to be better prepared and figure out how to overcome sound issues due to being outside and alongside the food truck
 - Motion to stop Zoom and restart in January 2023
 - All in Favor

8. New Business:

A. Meeting Sign Options

- Current signs are confusing
- Order 3 metal, dry erase signs to place throughout the community. Can be placed at any time and display different information.
- Front message board sign lock was not working

9. Open Forum:

- Print FDOT notices to hand out at festival
- Confirm additional security for Halloween

10. Adjournment: 7:40pm (Bill/Kyle)