

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

December 20th, 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, Misty Torres- Property Manager
Not Present: Patrick O'Brien

2. Presentation: Mark Toutain from The Audit People

- Discussion of motion camera security system at pools
- Better technology
- NVR records 2-4 weeks
- Set schedule for recording
- Up to 8 people allowed access
- Monitored by those with access
- Suggests starting with two cameras at each location
- \$5,850

3. Approval of Minutes: November 15th

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

4. Review of Financials: Misty Torres

- Financials: November
 - Utilities: \$5,800.83(A)/ \$4,583.33(B)
 - General/Administrative: \$7,177.38(A)/ \$11,662.89 (B)(Festival)
 - Pools: \$2,923.40(A)/ \$7,104.17(B)
 - Security: \$6,527.09(A)/ \$6,191.67 (B)
 - Landscaping: \$5,156.64(A)/ \$4,233.34(B)
 - Lakes: \$1,924(A)/ \$2,057.33 (B) (Tree maintenance)
 - Repairs/Maintenance: \$449.89(A)/ \$1,318.11 (B)
 - Capital: \$0 (A)/ \$0 (B)
 - Total Expenses: \$29,959.23(A)/ \$37,150.84
 - Year to Date: \$424,936.38 (A)/ \$408,659.24 (B)
 - Checking/Reserve Balance: \$189,817.72/\$306,721.57
- Motion: Linda
- Second: Kyle
- All in Favor

5. Management Report:

- Pools:
 - Researching companies with Ponte Vedra Pools (our maintenance company) (marcite/tile replacement/coping/lights)
 - Frank's Pools: \$214,934
 - Clarkson Pools: \$266,066
 - Tempool: \$250,000
 - **ACTION ITEM:** Management to contact health inspector to discuss pool resurfacing and the urgency
- Vector Security (installer of our pool house cameras) is preparing some options for us but could not attend meeting.
 1. They have an option for monitoring Aprox. \$10,000 installation for system.
 2. \$560 monthly for monitoring (20 incidents)
 3. Intercom system where monitor will be notified via a motion sensor then call out the person trespassing letting them know they are being monitored and police have been contacted.
 4. Have option for sensor cameras without monitoring. Do not have cost yet.
- Violation App:
 1. Have ticket in for allowing photo upload option first, then add violations after photo is uploaded. Currently working opposite...Violations must be uploaded first and photo can be taken after.
 2. All homes are geotagged correctly, GPS follows correctly when live.
 3. Have ticket in to change violation cure time from 30 days to 14days.
 4. **ACTION ITEM:** Management to put in a ticket for Board members to have access to the app software
- Accounting report of fines imposed will start in December financials. We will be able to pull a report of all fines imposed, monthly, and those paid, monthly.
- Management will create a report of all homes with attorney, after year-end, 2022. This will allow tracking for homes in bad condition.
- Approved ARC:
 - 1860 Coldfield: Roof (like for like)
 - 11105 Lord Taylor: Fence replacement (like for like)
- Light at round about at front pool:
 1. \$900 to add one near trash can outside pool
 2. **ACTION ITEM:** Check on adjusting timer at bus stop light by basketball court

6. Old Business: None

7. New Business:

- A. Parking:
 - Current parking rule is no parking on the lawn, including 2 tires
 - Discussion on parking rules
 - Kyle: What two wheels? Any two+ wheels

- Misty: Current parking matters: 2 tires on the curb, vehicles too big for driveway so two tires are on the lawn, parking entire vehicles on the lawn, vehicles parking on the lawn during parties/garage sales/moving
- Kyle: street parking is so bad. Would rather two tires on the curb to allow for more room on the streets
- Linda: How big is the problem? Is it half the community? No. Mainly curb parking (2 tires up on the curb)
- Resident: Is it the rental properties that are the issue? No. Most violations come from owner occupied homes
- Linda: 2 tires on the curb should not be an issue, just as long as it isn't half the car.
- Bill: parking and speeding are the two most talked about items of the Association. Why fault someone for parking two tires out of the road when it helps the community overall, with having more space in the road(s)? Is it aesthetics? Is it only because it is in the rules and regs? Not sure why we cannot allow it?
- Residents will have to replace dead sod from tires
- **ACTION ITEM:** re-word parking rule in Rules and Regulations. Remove the "2 tires" from the rule. Review exact verbiage at next meeting
 - All in Favor
- Resident: I would rather people park on the grass than in the road due to emergency vehicles

8. Open Forum:

- Resident: Who/What is the ARC?
 - Currently 3 members
 - Combined Architectural Review Committee and Compliance Committee
 - ARC reviews exterior changes to properties and Compliance Committee votes to impose fines
 - Meet once per month
 - Appointed/Removed by the Board
- Resident: When will the Association try out Zoom again?
 - Very few got involved in the two meetings it was offered
 - Association must purchase microphones additional devices
 - Too many devices in one area at one time will cause feedback
 - Outside meetings have a lot of back ground noise
 - Association will discuss again after the new year
- Marker at the front pond: brought up by resident. Misty researched by asking irrigation company and electrical company and they believe it is a surveying marking
- Bill and Kyle will be out of town during January meeting.
- Resident: When is the Annual Meeting? 02/21/23; Will the Attorney be present? (Was originally requested to discuss land clearing beside Sutton)? No

9. Adjournment: 7:35pm (Bill/Kyle)