

BOARD OF DIRECTORS MEETING
SUTTON LAKES OWNERS ASSOCIATION

April 18th, 2023

1813 Willesdon Dr E

- **Roll Call:** *Quorum established. Meeting called to order at 6:31pm.*
- **Present:** Brandy Williams, Linda Brocker, Kyle Lee, Bill Franco, Santizze Myles

- **President's Comments:**
 - The introduction of the new property manager has been scrapped
 - Currently we do not have an acting property manager for our community. With the turnover from Misty to the new property manager, Signature Realty did not have a property manager who could properly handle the needs of our community.
 - Community Yard Sale will be on April 15th, 8 am - 1 pm
 - In reference to the proposed intersection at the north entrance of Sutton Lakes and the construction between Sutton Lakes and Hawkins Cove last month

- **Approval of Minutes:** March 21st (April 4)
 - Motion: Bill
 - Second: Kyle
 - All in Favor

- **Review of Financials:** All
 - Financials: March
 - Utilities: \$3,245.26 (A)/\$4,583.33 (B)
 - General/Administrative: \$7,583.79 (A)/\$12,767.09 (B)
 - Pools: \$5,730.30 (A)/\$7,704.17 (B)
 - Security: \$5,042.44 (A)/\$6,914.27 (B)
 - Landscaping: \$3,806.64 (A)/\$5,112.51 (B)
 - Lakes: \$2,325.96 (A)/\$2,007.34 (B)
 - Repairs/Maintenance: -\$309.19 (A)/\$1,083.34 (B)
 - Capital: \$0 (A)/ \$22,500.00 (B)
 - Total Expenses: \$27,425.21 (A)/\$62,672.05 (B)
 - Year to Date: \$106,018.81
 - Checking/Reserve Balance: \$441,836.75/\$ 308,324.07

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

- Approved ARC:

1883 Knottingham Trace Lane – Fence
1818 Nettington Court – Pavers
11311 Willesdon Drive South – Fence
2118 Willedon Drive West – Solar Panels

- **Old Business:**

- A. Pool Repairs/Updates – Bobby Owner of Ponte Vedra Pools – who maintains our pools is in attendance to answer any questions about the pools. Bobby explained that the stains in the front pool are from the cast-iron pump that was installed when the pool was built. It is not harmful, only an eyesore, but the stains are being treated with a metal treatment to keep the stains from getting any larger. There is an option to replace the cast-iron pump with a newer version. The estimates for the replacement will be approximately \$25,000. The best plan of action is to continue to treat the pool with the metal treatment until the front pool needs to be re-done then we should address replacing the pump then.
- The back pool will be completely re-done when the season closes, the estimated start date will be September 11th.
- Bobby suggests that when the back pool is remodeled to stay away from green color.
- No issues with getting access to chlorine this year but the prices have not decreased.
- Back pool filters will need to be rebuilt and 50 grids at \$50 each plus labor, Bobby will send an estimate.
- Bobby is on site 2 – 3 days per week but often times is here daily to evaluate the status of the pools.
- B. Intersection on Atlantic Boulevard – Lindsey Brock, candidate for City Council District 2. He believes that our concerns were heard at the meeting that Bill and our attorney attended on March 11th with the representatives from Duval Acura and the city reps.
- He has many relationships throughout the city and will continue to voice his concerns with the proposed intersection.
- Our city council reps are willing to meet with us on a night that doesn't conflict with their regularly scheduled Tuesday meetings.
- Encourage homeowners to reach out to state representatives with our concerns about the intersection.

- **New Business:**

- A. Property Management Company Update – Brandy: Thank you to the board for stepping up to get the RFPs submitted and schedule meetings with several property management companies within the last two weeks. We are working and evaluating these companies so that the best decision is made for our community for the future. The Board sent out four RFPs and received proposals from and met with all four companies.
- B. Bill – thank you to Roman Jones for joining us during these meetings, as a concerned homeowner. We appreciate your time and effort. With the number of homes that we have in our community, most properties employ a full-time Property Manager. The recommendation is that we seriously consider brining on a full-time property manager verses a part-time person.

- C. Usage of the Poll for Private Event – Homeowners requested use of the front pool for a private even on May 13th. We will work with our attorney to develop a new agreement that includes pool usage.
- Motion: Santizze
 - Second: Kyle
 - All in Favor
- **Open Forum:**
- Resident: He submitted an ARC request a while ago but didn't hear back
 - Brandy: That's unfortunate, please send it to suttonlakeshoa@gmail.com and we'll submit it to the ARC committee for approval.
 - Resident: Home on Hollington Drive is now under foreclosure; the gate is open.
 - Brandy: We'll try to get someone to go by to lock the gate
 - Resident: Amenities survey, will we revisit?
 - Brandy: We will wait until we get established with a new management company before we revisit the amenities survey.
 - Resident: We really need a person in our neighborhood to take care of the needs of our community, even if it increases our HOA dues
 - Resident: Based on the meetings with the companies, what are the qualities in the company that will help the decision?
 - Brandy: We are looking for a company that has more digital capabilities, such as taking time/date stamped pictures verses pictures on a phone with handwritten notes. We need the ability to be able to follow-up with violations and track them in real time. Communication to our homeowners and updated information are also important.
 - Resident: Is there a hierarchy of violations?
 - Brandy: Yes, but once the new company is established we plan for all violations to be addressed.
 - Resident: We need a date on the yard sale sign instead of the 3rd Saturday.
 - Brandy: We'll try to revisit this later.
- **Adjournment:** 7:32pm (Bill/Linda)