

- Virtual Board of Directors Meeting
- Wednesday, November 20, 2024, at 4:00p.m.
- **Microsoft Teams**
- Meeting ID: 234 342 773 094
- Passcode: Yqt8pX
- **Dial in by phone**
- [+1 323-433-2148](tel:+13234332148), [,724777625#](tel:+1724777625) United States
- Phone conference ID: 724 777 625#



SUTTON FIELDS
Homeowners Association

Agenda

- Establish Board Quorum
- Call Meeting to Order
- Introduction of the Board of Directors
 - Matthew Dawson, President
 - Dustin Warren, Vice President
 - Brandon Brown, Secretary
 - Cameron Smith, Assistant Secretary
 - Ronald Corcoran, Member at Large
- Introduction of Essex Association Management, L.P. Representatives
 - Cinnamon Anderson, Sr. Association Manager
 - Kennedy Middlebrooks, Assistant Association Manager
 - Julie Dodd, Account Manager
- Financial Review
 - Review September 2024 Balance Sheet & Income Statement Summary
 - Review and Approve 2025 Proposed Budget
- Approve 5th Amendment to the CC&R's
 - Update to Leasing Restrictions Registration, Compliance & Notice of Intent to Lease
 - Section 2.5 (e) Trash Container Placement
- Community & Board Updates
- Adjourn Open Session
 - Homeowner Q & A
- Executive Session
- Adjourn Executive Session



September 2024 Balance Sheet

| Balance Sheet Report | | | |
|---|---------------------------------|---------------------------------|---------------------|
| Sutton Fields Homeowners Association, Inc. | | | |
| As of September 30, 2024 | | | |
| | <u>Balance Sep 30, 2024</u> | <u>Balance Aug 31, 2024</u> | <u>Change</u> |
| <u>Assets</u> | | | |
| Assets | | | |
| 1010 - CIT Bank Operating Account | 73,604.38 | 118,323.42 | (44,719.04) |
| 1012 - Premium MM RSV-Cit Bank | 1,288,149.17 | 1,387,272.45 | (99,123.28) |
| 1013 - CIT BANK-Community Enhancement RSV | 182,335.80 | 176,561.17 | 5,774.63 |
| 1020 - Chambers Money Market | 256,458.30 | 255,794.35 | 663.95 |
| 1100 - Money Market - Texas Bank Prosper | 53,835.49 | 53,708.79 | 126.70 |
| Total Assets | 1,854,383.14 | 1,991,660.18 | (137,277.04) |
| Receivables | | | |
| 1400 - Accounts Receivable | 109,751.38 | 113,380.43 | (3,629.05) |
| Total Receivables | 109,751.38 | 113,380.43 | (3,629.05) |
| Total Assets | 1,964,134.52 | 2,105,040.61 | (140,906.09) |
| <u>Liabilities</u> | | | |
| Liabilities | | | |
| 2000 - Accounts Payable | 61,133.02 | 82,547.91 | (21,414.89) |
| 2050 - Prepaid Assessments | 40,412.09 | 40,889.45 | (477.36) |
| 2300 - Future Amenity Center | 425,850.00 | 425,850.00 | 0.00 |
| Total Liabilities | 527,395.11 | 549,287.36 | (21,892.25) |
| Total Liabilities | 527,395.11 | 549,287.36 | (21,892.25) |

September 2024 Income Statement

Income Statement Report Sutton Fields Homeowners Association, Inc. Consolidated

September 01, 2024 thru September 30, 2024

| | Current Period | | | Year to Date (9 months) | | | Annual Budget | Budget Remaining |
|--|------------------|------------------|------------------|-------------------------|---------------------|-------------------|---------------------|---------------------|
| | Actual | Budget | Variance | Actual | Budget | Variance | | |
| Income | | | | | | | | |
| Income | | | | | | | | |
| 4100 - Assessments | 10,498.50 | 12,833.10 | (2,334.60) | 1,160,602.06 | 1,113,474.30 | 47,127.76 | 1,118,057.45 | (42,544.61) |
| 4103 - Community Enhancement Fee | 5,725.50 | 0.00 | 5,725.50 | 67,681.00 | 0.00 | 67,681.00 | 0.00 | (67,681.00) |
| 4200 - Late/NSF Fee | 875.00 | 417.00 | 458.00 | 20,675.00 | 3,750.00 | 16,925.00 | 5,000.00 | (15,675.00) |
| 4250 - Collection Fee Charge | 525.00 | 250.00 | 275.00 | 12,620.00 | 2,250.00 | 10,370.00 | 3,000.00 | (9,620.00) |
| 4350 - Violation charge | 400.00 | 167.00 | 233.00 | 2,975.00 | 1,500.00 | 1,475.00 | 2,000.00 | (975.00) |
| 4410 - Demand Letter Income | 25.00 | 83.00 | (58.00) | 3,450.00 | 750.00 | 2,700.00 | 1,000.00 | (2,450.00) |
| 4500 - Interest Income | 1,720.40 | 83.00 | 1,637.40 | 15,946.28 | 750.00 | 15,196.28 | 1,000.00 | (14,946.28) |
| 4801 - Acquisition Assessment/Working CAP | 18,500.00 | 7,500.00 | 11,000.00 | 164,750.00 | 67,500.00 | 97,250.00 | 90,000.00 | (74,750.00) |
| 4811 - Self Help Facilitation | 0.00 | 250.00 | (250.00) | 0.00 | 2,250.00 | (2,250.00) | 3,000.00 | 3,000.00 |
| 4831 - Pool Key Revenue | 100.00 | 250.00 | (150.00) | 825.00 | 2,250.00 | (1,425.00) | 3,000.00 | 2,175.00 |
| 4901 - Collection Facilitation | 35.00 | 0.00 | 35.00 | 1,575.00 | 0.00 | 1,575.00 | 0.00 | (1,575.00) |
| 4902 - Insurance Claim | 0.00 | 0.00 | 0.00 | 5,065.08 | 0.00 | 5,065.08 | 0.00 | (5,065.08) |
| Total Income | 38,404.40 | 21,833.10 | 16,571.30 | 1,456,164.42 | 1,194,474.30 | 261,690.12 | 1,226,057.45 | (230,106.97) |
| Total Income | 38,404.40 | 21,833.10 | 16,571.30 | 1,456,164.42 | 1,194,474.30 | 261,690.12 | 1,226,057.45 | (230,106.97) |
| Expense | | | | | | | | |
| General & Administrative | | | | | | | | |
| 5100 - Administrative Expenses | 100.00 | 100.00 | 0.00 | 2,474.95 | 900.00 | 1,574.95 | 1,200.00 | (1,274.95) |
| 5101 - Postage | 1,198.62 | 2,333.00 | (1,134.38) | 12,863.60 | 21,000.00 | (8,136.40) | 27,999.96 | 15,136.36 |
| 5104 - Printing & Reproduction | 362.90 | 208.00 | 154.90 | 2,048.45 | 1,875.00 | 173.45 | 2,500.00 | 451.55 |
| 5105 - Website Expense | 379.90 | 50.00 | 329.90 | 629.90 | 1,050.00 | (420.10) | 1,400.00 | 770.10 |
| 5106 - Social Committee | 3,776.93 | 0.00 | 3,776.93 | 47,542.42 | 32,500.00 | 15,042.42 | 65,000.00 | 17,457.58 |
| 5107 - Landscape Committee | 0.00 | 1,283.00 | (1,283.00) | 4,854.70 | 11,550.00 | (6,695.30) | 15,400.00 | 10,545.30 |
| 5108 - Welcome Committee | 0.00 | 417.00 | (417.00) | 0.00 | 3,750.00 | (3,750.00) | 5,000.00 | 5,000.00 |
| 5109 - Licenses, Permits, & Fees | 0.00 | 36.00 | (36.00) | 554.29 | 319.00 | 235.29 | 425.00 | (129.29) |
| 5110 - Professional Management | 10,665.00 | 9,150.00 | 1,515.00 | 93,780.00 | 82,350.00 | 11,430.00 | 109,800.00 | 16,020.00 |
| 5120 - Collection Facilitation Billed back | 705.00 | 250.00 | 455.00 | 17,615.00 | 2,250.00 | 15,365.00 | 3,000.00 | (14,615.00) |
| 5121 - Property Inspections | 1,754.92 | 167.00 | 1,587.92 | 10,302.09 | 1,500.00 | 8,802.09 | 2,000.00 | (8,302.09) |
| 5122 - Annual Meeting Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 | (500.00) | 500.00 | 500.00 |

September 2024 Income Statement

Income Statement Report Sutton Fields Homeowners Association, Inc. Consolidated

September 01, 2024 thru September 30, 2024

| | Current Period | | | Year to Date (9 months) | | | Annual Budget | Budget Remaining |
|---|------------------|------------------|------------------|-------------------------|-------------------|------------------|-------------------|--------------------|
| | Actual | Budget | Variance | Actual | Budget | Variance | | |
| Expense | | | | | | | | |
| General & Administrative | | | | | | | | |
| 5124 - Meeting Expenses (General) | 0.00 | 0.00 | 0.00 | 150.00 | 0.00 | 150.00 | 0.00 | (150.00) |
| 5170 - Bank Fees | 0.00 | 8.00 | (8.00) | 50.00 | 75.00 | (25.00) | 100.00 | 50.00 |
| 5176 - Legal Fees | 2,096.00 | 100.00 | 1,996.00 | 2,131.46 | 900.00 | 1,231.46 | 1,200.00 | (931.46) |
| 5180 - Audit & Accounting | 0.00 | 0.00 | 0.00 | 0.00 | 4,000.00 | (4,000.00) | 4,000.00 | 4,000.00 |
| 5181 - Tax Preparation | 0.00 | 0.00 | 0.00 | 485.00 | 425.00 | 60.00 | 425.00 | (60.00) |
| 5193 - Storage Shed | 283.00 | 250.00 | 33.00 | 2,207.00 | 2,250.00 | (43.00) | 3,000.00 | 793.00 |
| Total General & Administrative | 21,322.27 | 14,352.00 | 6,970.27 | 197,688.86 | 167,194.00 | 30,494.86 | 242,949.96 | 45,261.10 |
| Insurance | | | | | | | | |
| 5310 - General Liability | 0.00 | 0.00 | 0.00 | 26,640.00 | 22,776.81 | 3,863.19 | 22,776.81 | (3,863.19) |
| 5320 - Directors & Officers Liability | 0.00 | 0.00 | 0.00 | 4,928.00 | 5,500.00 | (572.00) | 5,500.00 | 572.00 |
| Total Insurance | 0.00 | 0.00 | 0.00 | 31,568.00 | 28,276.81 | 3,291.19 | 28,276.81 | (3,291.19) |
| Utilities | | | | | | | | |
| 6000 - Telephone/Internet | 264.38 | 225.00 | 39.38 | 2,314.15 | 2,025.00 | 289.15 | 2,700.00 | 385.85 |
| 6010 - Electric | 4,110.45 | 3,750.00 | 360.45 | 34,685.04 | 33,750.00 | 935.04 | 45,000.00 | 10,314.96 |
| 6020 - Water/Sewer | 27,966.26 | 3,750.00 | 24,216.26 | 119,970.82 | 33,750.00 | 86,220.82 | 45,000.00 | (74,970.82) |
| Total Utilities | 32,341.09 | 7,725.00 | 24,616.09 | 156,970.01 | 69,525.00 | 87,445.01 | 92,700.00 | (64,270.01) |
| Infrastructure & Maintenance | | | | | | | | |
| 5192 - Signs | 0.00 | 0.00 | 0.00 | 1,464.54 | 4,000.00 | (2,535.46) | 4,000.00 | 2,535.46 |
| 6100 - Oversight Reimbursable Charges | 193.53 | 0.00 | 193.53 | 6,635.11 | 0.00 | 6,635.11 | 0.00 | (6,635.11) |
| 6250 - Pest Control | 649.50 | 100.00 | 549.50 | 649.50 | 900.00 | (250.50) | 1,200.00 | 550.50 |
| 6260 - Electrical Repairs & Maintenance | 446.51 | 208.00 | 238.51 | 2,694.46 | 1,875.00 | 819.46 | 2,500.00 | (194.46) |
| 6261 - Grounds Porter | 433.00 | 1,083.00 | (650.00) | 10,852.06 | 9,750.00 | 1,102.06 | 13,000.00 | 2,147.94 |
| 6264 - Holiday Decoration | 0.00 | 0.00 | 0.00 | 1,200.00 | 0.00 | 1,200.00 | 32,000.00 | 30,800.00 |
| 6270 - Gate Repairs | 295.00 | 417.00 | (122.00) | 680.00 | 3,750.00 | (3,070.00) | 5,000.00 | 4,320.00 |
| 6280 - Wall & Fence Repairs | 0.00 | 500.00 | (500.00) | 1,024.74 | 4,500.00 | (3,475.26) | 6,000.00 | 4,975.26 |
| 6290 - Common Area Maint/Cleaning | 423.87 | 1,667.00 | (1,243.13) | 33,719.32 | 15,000.00 | 18,719.32 | 20,000.00 | (13,719.32) |

September 2024 Income Statement

**Income Statement Report
Sutton Fields Homeowners Association, Inc.**

Consolidated

September 01, 2024 thru September 30, 2024

| | Current Period | | | Year to Date (9 months) | | | Annual Budget | Budget Remaining |
|---|------------------|------------------|-----------------|-------------------------|-------------------|--------------------|-------------------|--------------------|
| | Actual | Budget | Variance | Actual | Budget | Variance | | |
| Expense | | | | | | | | |
| Infrastructure & Maintenance | | | | | | | | |
| 6291 - Play Ground | 0.00 | 417.00 | (417.00) | 476.28 | 3,750.00 | (3,273.72) | 5,000.00 | 4,523.72 |
| 6292 - Swing Set Project | 0.00 | 0.00 | 0.00 | 0.00 | 15,000.00 | (15,000.00) | 15,000.00 | 15,000.00 |
| 6293 - Sports Court Project | 0.00 | 0.00 | 0.00 | 79,914.05 | 80,000.00 | (85.95) | 80,000.00 | 85.95 |
| 6294 - Amenity Center Leveling Project | 0.00 | 0.00 | 0.00 | 6,776.45 | 7,000.00 | (223.55) | 7,000.00 | 223.55 |
| 6295 - Benches for Lake | 0.00 | 0.00 | 0.00 | 0.00 | 14,000.00 | (14,000.00) | 14,000.00 | 14,000.00 |
| 6296 - Bike Rack Project | 0.00 | 0.00 | 0.00 | 0.00 | 16,000.00 | (16,000.00) | 16,000.00 | 16,000.00 |
| 6297 - Trash Cans | 9,493.53 | 0.00 | 9,493.53 | 9,493.53 | 4,000.00 | 5,493.53 | 4,000.00 | (5,493.53) |
| 6346 - Pet Waste Porter | 1,512.20 | 900.00 | 612.20 | 13,667.19 | 8,100.00 | 5,567.19 | 10,800.00 | (2,867.19) |
| Total Infrastructure & Maintenance | 13,447.14 | 5,292.00 | 8,155.14 | 169,247.23 | 187,625.00 | (18,377.77) | 235,500.00 | 66,252.77 |
| Pool | | | | | | | | |
| 6300 - Pool Maintenance - Monthly Contract | 4,481.55 | 3,200.00 | 1,281.55 | 40,333.95 | 28,800.00 | 11,533.95 | 38,400.00 | (1,933.95) |
| 6310 - Pool Key & Gate Access System | 0.00 | 417.00 | (417.00) | 6,264.09 | 3,750.00 | 2,514.09 | 5,000.00 | (1,264.09) |
| 6320 - Pool General Maintenance & Repairs | 49.75 | 833.00 | (783.25) | 1,945.10 | 7,500.00 | (5,554.90) | 10,000.00 | 8,054.90 |
| 6330 - Pool Equip & Supplies | 0.00 | 1,214.00 | (1,214.00) | 1,759.46 | 8,500.00 | (6,740.54) | 8,500.00 | 6,740.54 |
| 6340 - Pool/Cabana Repairs | 0.00 | 417.00 | (417.00) | 477.92 | 3,750.00 | (3,272.08) | 5,000.00 | 4,522.08 |
| 6341 - Pool Toy Repair | 0.00 | 0.00 | 0.00 | 14,535.27 | 10,000.00 | 4,535.27 | 10,000.00 | (4,535.27) |
| 6345 - Porter Service/Janitorial | 1,189.13 | 750.00 | 439.13 | 6,298.54 | 6,750.00 | (451.46) | 9,000.00 | 2,701.46 |
| 6350 - Pool Furniture & Fixtures | 431.90 | 333.00 | 98.90 | 1,000.21 | 3,000.00 | (1,999.79) | 4,000.00 | 2,999.79 |
| 6360 - Pool Monitoring Service | 8,117.20 | 0.00 | 8,117.20 | 27,497.02 | 0.00 | 27,497.02 | 0.00 | (27,497.02) |
| Total Pool | 14,269.53 | 7,164.00 | 7,105.53 | 100,111.56 | 72,050.00 | 28,061.56 | 89,900.00 | (10,211.56) |
| Landscaping | | | | | | | | |
| 6400 - Landscaping | 28,142.90 | 30,000.00 | (1,857.10) | 253,286.10 | 266,000.00 | (12,713.90) | 356,000.00 | 102,713.90 |
| 6403 - Lot/Fence Self Help | 14,000.00 | 250.00 | 13,750.00 | 18,750.00 | 2,250.00 | 16,500.00 | 3,000.00 | (15,750.00) |
| 6410 - Landscape Improvements | 0.00 | 3,000.00 | (3,000.00) | 69,821.25 | 27,000.00 | 42,821.25 | 36,000.00 | (33,821.25) |
| Total Landscaping | 42,142.90 | 33,250.00 | 8,892.90 | 341,857.35 | 295,250.00 | 46,607.35 | 395,000.00 | 53,142.65 |

September 2024 Income Statement

Income Statement Report
Sutton Fields Homeowners Association, Inc.
Consolidated

September 01, 2024 thru September 30, 2024

| | Current Period | | | Year to Date (9 months) | | | Annual Budget | Budget Remaining |
|---|---------------------|--------------------|--------------------|-------------------------|-------------------|-------------------|---------------------|---------------------|
| | Actual | Budget | Variance | Actual | Budget | Variance | | |
| Expense | | | | | | | | |
| Irrigation Maintenance | | | | | | | | |
| 6500 - Irrigation | 9,870.53 | 3,750.00 | 6,120.53 | 61,624.46 | 33,750.00 | 27,874.46 | 45,000.00 | (16,624.46) |
| 6504 - Lake/Pond Maintenance (Non-Contract) | 3,004.77 | 833.00 | 2,171.77 | 24,091.36 | 7,500.00 | 16,591.36 | 10,000.00 | (14,091.36) |
| 6505 - Lake / Pond Maintenance | 2,800.00 | 2,000.00 | 800.00 | 16,100.00 | 18,000.00 | (1,900.00) | 24,000.00 | 7,900.00 |
| 6509 - Irrigation Pump Install & Repair | 0.00 | 416.66 | (416.66) | 0.00 | 3,749.94 | (3,749.94) | 4,999.92 | 4,999.92 |
| 6510 - Fountain Maintenance/Repairs | 18,220.01 | 375.00 | 17,845.01 | 18,220.01 | 3,375.00 | 14,845.01 | 4,500.00 | (13,720.01) |
| Total Irrigation Maintenance | 33,895.31 | 7,374.66 | 26,520.65 | 120,035.83 | 66,374.94 | 53,660.89 | 88,499.92 | (31,535.91) |
| Reserves | | | | | | | | |
| 6001 - Reserve Contributions | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 53,230.76 | 53,230.76 |
| Total Reserves | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 53,230.76 | 53,230.76 |
| Total Expense | 157,418.24 | 75,157.66 | 82,260.58 | 1,117,478.84 | 886,295.75 | 231,183.09 | 1,226,057.45 | 108,578.61 |
| Net Income / (Loss) | (119,013.84) | (53,324.56) | (65,689.28) | 338,685.58 | 308,178.55 | 30,507.03 | 0.00 | (338,685.58) |

Approve 2025 Budget

Budget Summary Report Sutton Fields Homeowners Association, Inc. 2025 Proposed Budget

| | 2025 Budget |
|--|---------------------|
| Income | |
| 4100 - Assessments | 1,287,928.54 |
| 4101 - Builder Assessments | 0.00 |
| 4102 - Special Assessment | 0.00 |
| 4103 - Community Enhancement Fee | 101,897.61 |
| 4195 - Transfer Fees | 0.00 |
| 4200 - Late/NSF Fee | 15,000.00 |
| 4250 - Collection Fee Charge | 17,000.00 |
| 4300 - Misc (Other) Income | 0.00 |
| 4350 - Violation charge | 2,500.00 |
| 4410 - Demand Letter Income | 4,500.00 |
| 4500 - Interest Income | 15,000.00 |
| 4801 - Acquisition Assessment/Working CAP | 90,000.00 |
| 4811 - Self Help Facilitation | 35,000.00 |
| 4831 - Pool Key Revenue | 1,000.00 |
| 4901 - Collection Facilitation | 0.00 |
| 4903 - Rental Application Fee | 90,000.00 |
| 4904 - Mustang SUD Grant | 5,000.00 |
| Total Income | 1,664,826.15 |
| Total Sutton Fields Homeowners Association Income | 1,664,826.15 |
| General & Administrative | |
| 5100 - Administrative Expenses | 3,899.91 |
| 5101 - Postage | 27,998.48 |
| 5104 - Printing & Reproduction | 2,500.00 |
| 5105 - Website Expense | 1,400.00 |
| 5106 - Social Committee | 40,000.00 |
| 5107 - Landscape Committee | 5,450.00 |
| 5108 - Welcome Committee | 5,000.00 |
| 5109 - Licenses, Permits, & Fees | 425.00 |
| 5110 - Professional Management | 109,800.00 |
| 5120 - Collection Facilitation Billed back | 24,420.00 |
| 5121 - Property Inspections | 26,300.00 |
| 5122 - Annual Meeting Expenses | 0.00 |
| 5124 - Meeting Expenses (General) | 250.00 |
| 5170 - Bank Fees | 100.00 |
| 5176 - Legal Fees | 3,200.00 |
| 5177 - Legal Fees Billed Back | 0.00 |
| 5180 - Audit & Accounting | 4,000.00 |
| 5181 - Tax Preparation | 485.00 |
| 5185 - Reserve Study | 0.00 |
| 5193 - Storage Shed | 3,396.00 |
| 5198 - Self Help Facilitation Expense | 0.00 |
| Total General & Administrative | 258,624.39 |
| Insurance | |
| 5310 - General Liability | 27,500.00 |
| 5320 - Directors & Officers Liability | 5,500.00 |
| Total Insurance | 33,000.00 |

Budget Summary Report Sutton Fields Homeowners Association, Inc. 2025 Proposed Budget

| | 2025 Budget |
|--|-------------------|
| Utilities | |
| 6000 - Telephone/Internet | 2,700.00 |
| 6010 - Electric | 42,482.15 |
| 6020 - Water/Sewer | 176,400.00 |
| Total Utilities | 221,582.15 |
| Infrastructure & Maintenance | |
| 6192 - Signs | 1,652.02 |
| 6100 - Oversight Reimbursable Charges | 7,000.00 |
| 6250 - Pest Control | 1,200.00 |
| 6260 - Electrical Repairs & Maintenance | 2,500.00 |
| 6261 - Grounds Porter | 22,200.00 |
| 6264 - Holiday Decoration | 40,000.00 |
| 6270 - Gate Repairs | 5,000.00 |
| 6280 - Wall & Fence Repairs | 6,000.00 |
| 6290 - Common Area Maint/Cleaning | 20,000.00 |
| 6291 - Play Ground | 5,000.00 |
| 6292 - Swing Set Project | 0.00 |
| 6293 - Sports Court Project | 0.00 |
| 6294 - Amenity Center Leveling Project | 0.00 |
| 6295 - Benches for Lake | 0.00 |
| 6296 - Bike Rack Project | 0.00 |
| 6297 - Trash Cans | 4,385.00 |
| 6298 - Sand Volleyball Court | 65,000.00 |
| 6299 - Demonstration Gardens-Phase 1 | 50,000.00 |
| 6346 - Pet Waste Porter | 18,146.40 |
| 6600 - Neighborhood/Pool Security Officer | 22,177.35 |
| Total Infrastructure & Maintenance | 270,260.77 |
| Pool | |
| 6300 - Pool Maintenance - Monthly Contract | 12,960.35 |
| 6310 - Pool Key & Gate Access System | 5,000.00 |
| 6311 - RFID/Amenity Wrist Bands | 1,500.00 |
| 6320 - Pool General Maintenance & Repairs | 33,000.00 |
| 6330 - Pool Equip & Supplies | 20,119.29 |
| 6340 - Pool/Cabana Repairs | 5,000.00 |
| 6341 - Pool Toy Repair | 5,000.00 |
| 6345 - Porter Service/Janitorial | 7,750.00 |
| 6350 - Pool Furniture & Fixtures | 4,000.00 |
| 6360 - Pool Monitoring Service | 0.00 |
| 6361 - Pool Misc Expenses/Enhancements | 25,000.00 |
| Total Pool | 119,329.64 |
| Landscaping | |
| 6400 - Landscaping | 355,998.58 |
| 6403 - Lot/Fence Self Help | 6,500.00 |
| 6410 - Landscape Improvements | 123,284.38 |
| Total Landscaping | 485,782.96 |
| Irrigation Maintenance | |
| 6500 - Irrigation | 55,507.29 |
| 6504 - Lake/Pond Maintenance (Non-Contractual) | 10,000.00 |

Budget Summary Report Sutton Fields Homeowners Association, Inc. 2025 Proposed Budget

| | 2025 Budget |
|---|---------------------|
| Irrigation Maintenance | |
| 6505 - Lake / Pond Maintenance | 33,600.00 |
| 6509 - Irrigation Pump Install & Repair | 4,999.92 |
| 6510 - Fountain Maintenance/Repairs | 20,000.00 |
| Total Irrigation Maintenance | 124,107.21 |
| Reserves | |
| 6001 - Reserve Contributions | 66,889.60 |
| 6002 - Contingency Reserves | 85,249.43 |
| Total Reserves | 152,139.03 |
| Total Sutton Fields Homeowners Association Expense | 1,664,826.15 |
| Assets | |
| 1020 - Chambers Money Market | 0.00 |
| Total Assets | 0.00 |
| Total Sutton Fields Homeowners Association Assets | 0.00 |
| Total Association Net Income / (Loss) | 0.00 |

Approve 5th Amendment to the CC&R's



**Update to Leasing Restrictions, Registration,
Compliance & Notice of Intent to Lease**

Cap will remain at 15%



Section 2.5 (e) Trash Container Placement

Trash containers may be stored at the front or side of the home or inside the enclosed garage. If stored on the driveway, they must be neatly placed side by side, parallel to each other, under the front eave of the home on the concrete portion of the driveway.

Updated Bin Storage Guidelines

- If Storing **Out of Sight** From The Street
 - Prevents trash and bins from blowing into the community and reduces the chance of attracting wildlife
- If Storing **In Sight** From The Street
 - Allows homeowners who have abnormally steep grades to store their bins

Storage Locations from More Preferred to Least Preferred

Out of Sight

From Street

Not Visible From Street

- ACC approved concrete pads (If desired)



Approved Concrete Pad



Avoid This!

Behind Fence or AC Unit

- Handles toward wall
- Bin(s) parallel to home under eaves
- No oversized objects in view from street
- Bin(s) fully closed
- ACC approved concrete pad (If desired)



Protected From Wind

In Sight

From Street

Along Garage Door

- Same guidelines as Behind Fence or AC Unit



Under Eave



Bin Not Under Eave

Along Side of House

- Same guidelines as Behind Fence or AC Unit
- Bin(s) placed behind the corner edge of home



Under Eave



Past Corner Edge On Lawn

Community Updates

- Two 7-Bike/5-Loop Bike Rack to be installed at main entrance of Pool along Bothwell early December, weather permitting
- Little Tikes Commercial Swing set to be installed early December, weather permitting– includes 2 seat arch swing w/ 1 belt and 1 inclusive swing, multi-user arch swing with net disc seat, 2 seat arch swing w/ 1 generation swing seat and 1 tot seat
- 2- 6' Benches to be installed around ponds and/or walkways
- Various winter repairs to commence throughout property
- Board and Advisory Committee continue to work together regarding installation of demonstration garden and volleyball court projected in 2025
- 20 additional trash cans added along Bothwell and throughout property
- Hired Security to monitor pool during swimming season and to patrol community in off season
- Holiday décor installed
- Hired new porter vendor and increased service frequency
- Increased frequency of Lake Management Services during spring and summer months.
- Implementation of Lease Application and Tenant Information Sheet, now available online
- Initiated Yard of the Month program
- Amenity Interest Survey & Townhall meeting completed
- Community Monthly Newsletter
- Repaired fountains in Ballenger pond
- Obtained bids for Flock License plate reader cameras and wide angled view cameras
- Bid out pool contract. New Vendor to start effective 01/01/2025
- Fall Festival was a Success and getting ready for Winter Wonderland December 7th. Thank you to the Social Committee for their continued efforts!

<https://www.suttonfieldshoa.com>



**Modification
Request Forms may
now be Submitted
Online/ACC**



**Income Statements
and Balance Sheets**



**Governing
Documents**



**Call Center 9am-
5pm**



**Important Phone
Numbers**



Volunteer Forms



**Email & Text
Message Updates:
Sign up Now!**



SUTTON FIELDS
Homeowners Association



Adjourn Open Session



Q&A



Executive Session