

Sand Bay Homeowners Association, Inc.  
P.O. Box 3076  
Holiday, FL 34692

Sand Bay Homeowners Association, Inc.  
2022/2023 Annual Meeting Agenda  
May 14<sup>th</sup>, 2022 @ 9:30 a.m.  
Located at Sand Bay Drive Common Area

Attendance: (reference sign in sheet for signatures, all attendees in person or by proxy as noted)

Board of Directors: Rene' Griesmer (R. Griesmer)

Aurelia Miller (A. Miller)

Pat Riley (P. Riley)

Lot Owners: (as noted by Lot #)

39

18

14 (proxy)

8

25

28

7

30

38

15

36 (proxy)

46

17

9

20

47 (proxy)

2

42 (proxy)

29 (not present during voting)

6

Call Meeting to Order 9:30 a.m.- A. Miller motioned to call meeting to order at 0947, motion seconded by P. Riley. All in favor, none opposed, motion to call meeting to order carried. Quorum present.

A) Welcome- Completed with in-person attendees by R. Griesmer. Appreciation shared with Lot Owners for attending, and fellow Board of Directors members.

B) Treasurer Report

a. Review financial reports

i. Fiscal Year End 2021/2022 Profit & Loss Budget Performance Report-Revised- Reviewed with in-person attendees by R. Griesmer. Informed attendees of revised line item on this document- *Insurance Expense \*Annual General Liability Ins. \* Annual*. This reflected accurate line-item title, no other effects.

ii. Fiscal Year End 2021/2022 Balance Sheet Report- Reviewed with in-person attendees by R. Griesmer.

- iii. Fiscal Year 2022/2023 Budget- Reviewed with in-person attendees by R. Griesmer and A. Miller. Discussion on adding line-item notes for improved clarity on budget line items. Board of Directors to discuss for future budget reports.
- b. All dues for 2021/2022 paid in full- Reviewed with in-person attendees by R. Griesmer, shared appreciation on behalf of the BOD to all Lot Owners for payment.
- c. 2022/2023 Budget Approval – Vote- Motion held until after President's Report. Following the President's Report, A. Miller motioned to approve the *Fiscal Year Budget Apr 1 2022 through Mar 21 2023* and the annual dues of \$425, motion seconded by P. Riley. Vote taken (reference sign-in sheet for individual votes). Motion to approve the *Fiscal Year Budget Apr 1 2022 through Mar 21 2023* and the annual dues of \$425 carried by majority approval.

C) President Report

- a. Guardhouse- Review with in-person attendees led by Denis Griesmer. Informed attendees of rationale behind having a certified inspection. Reviewed current budget funds allocated for Guardhouse is \$6,350, proposed 2022-2023 budget allocation is \$2,400, totaling \$8,750. Based on the Structural Inspection Report and the included recommendations, the 2022-2023 Board of Directors will need to act.
  - i. Certified Licensed Inspection of Guardhouse- Inspection Report summary reviewed (reference *Structural Inspection Report* for full details).
- b. Pond on Shipwatch Drive- Reviewed with in-person attendees by R. Griesmer.
  - i. Small leak- Assessed by Pristine Ponds, recommended leak is not a current issue, however a restructure is recommended in 5 to 10 years.
  - ii. Spillway restructure- If restructure is required, approximate current (2022) cost is \$10,000. Board of Directors tasked to contact a Civil Engineering firm to obtain a report on the draining condition of the pond.
  - iii. Estimate savings based on feedback from pond maintenance company- Current BOD recommends planning for restructure versus repairing current small leak (which is not being recommended to be repaired by Pristine Ponds). The planning for funding for restructure is reflected in proposed *Fiscal Year Budget Apr 1 2022 through Mar 21 2023*, line item *Pond Repair*.

Public comment- Lot owner shared that the spillway repair that was completed in 2016 has a 10-year warranty. BOD to further research warranty claim.

- c. Fence
  - i. 75/25 agreement- Reviewed with in-person attendees by R. Griesmer. Informed attendees of what the 75/25 agreement is as it relates to the fence that runs alongside Strauber Memorial and is a barrier to the homes along the south edge of Sand Bay. According to the agreement, 75% of costs for repairs and maintenance of fence are Lot Owner responsibility, and the BOD will reimburse the Lot Owner for 25% of total cost. Per Homeowners Association current legal counsel opinion, the 75/25 agreement can be maintained as is, but the BOD

and SBHOA should work to create a new amendment that addresses the fence issues, that will require vote and passing in order to be binding.

- ii. Update from county concerning trail extension- Reviewed with in-person attendees by A. Miller. Communication received from Commissioner Starkey's team that there is a plan and full funding for a sidewalk extension from the end of current sidewalk at east entrance of Sand Bay to connect with the sidewalk at the end of Gulf Trace Blvd. This will not impact the current sidewalk and/or fence line along Strauber Memorial. It was also communicated that Commissioner Starkey wants to see future phases of the Coastal Trail, but there are currently no plans and no funding.
- d. Landscaping Project Shipwatch/Pineview- Reviewed with in-person attendees by R. Griesmer.
  - i. Created new front entrance landscaping with low maintenance plants- Recognized and shared appreciation to Mark Salamone for his time, expertise, and assistance for this project.
  - ii. Costs incurred from previous years' operating capital- Reviewed project costs and funding. Landscape carryover budget (line item) funds from years 2019, 2020, and 2021 \$3,026.89. Funds from 2021-2022 working capital \$3,248.27.
  - iii. Damage caused by delivery truck, insurance reimbursed SBHOA for costs of repair (made additional improvements)- Recognized and shared appreciation to Mark Salamone for his assistance with collecting the reimbursement from insurance (not HOA insurance).

Public Comment- Lot owner shared that brick columns at both entry ways will need to be evaluated for structural concerns.

- e. Legal Issues- Reviewed with in-person attendees by A. Miller.
  - i. Currently no outstanding legal issues
- D) Community Information- Reviewed with in-person attendees by R. Griesmer.
  - a. Eagle Pasco Property LLC - End of last year the land was listed for sale, went under contract, currently do not find any further information concerning the property
  - b. Vacant Lots - Permitting in process through Pasco County, clean-up of lots to be implement/completed first part of next week
  - c. Trespass Agreement Form Link on Pasco Sheriff website [Trespass-Agreement-Notice.pdf \(pascosheriff.com\)](#)- A. Miller to add link to HOA website. This form provides law enforcement the ability to remove a person from Lot Owner property. Notary is required on the form.
- E) Vice-President Report- Reviewed with in-person attendees by A. Miller.
  - a. List of accomplishments- Reviewed out loud, and hand out provided to in-person attendees.
  - b. Website- Encouraged attendees to utilize the website, and shared information about new "chat" feature. Reviewed that in order to see HOA documents, site visitors must sign up, be verified as Lot Owners, and approved as site members.

F) Board Members

- a. Nominate new volunteers for open board positions- Nominations accepted by A. Miller and include:

Rene' Griesmer

Gary Malfa

Austin Smith

Pat Riley

Aurelia Miller

- i. President- All positions of newly elected Board of Directors to be determined at the next Homeowners Association BOD meeting, date to be determined.
- ii. Vice-President
- iii. Secretary
- iv. Treasurer - Rene' Griesmer volunteer for 1 year as Treasurer, in the interim, train new board member on QuickBooks Financial System
- v. Member-At Large

b. Vote- Motion to approve Rene' Griesmer to volunteer for the 2022-2023 BOD by Patti Taunt, motion seconded by Kathy O'Leary. All in favor, none opposed. Motion carried. Motion to approve Gary Malfa to volunteer for the 2022-2023 BOD by Patti Taunt, motion seconded by Kathy O'Leary. All in favor, none opposed. Motion carried. Motion to approve Austin Smith to volunteer for the 2022-2023 BOD by Patti Taunt, motion seconded by Kathy O'Leary. All in favor, none opposed. Motion carried. Motion to approve Pat Riley to volunteer for the 2022-2023 BOD by Patti Taunt, motion seconded by Kathy O'Leary. All in favor, none opposed. Motion carried. Motion to approve Aurelia Miller to volunteer for the 2022-2023 BOD by Patti Taunt, motion seconded by Kathy O'Leary. All in favor, none opposed. Motion carried.

G) Additional Public Comment/Discussion- No further discussion.

H) Adjourn meeting- Motion to adjourn the meeting at 1135 by A. Miller, seconded by Dennis Griesmer. All in favor, none opposed, motion to adjourn meeting carried.