



SANDESTIN OWNERS ASSOCIATION, INC.

ADVISORY BOARD MEETING

OCTOBER 29, 2021

**A copy of this presentation will be available on the SOA website
following the meeting.**

Please silence your cell phone.





CONFIRM VOTE COMMITTEE

STAFF:

Jennifer Bailey
Anissa Cannon
Victoria Klamerus
Alyssa Wells

MEMBERS:

Cindy McCue
Ed Giannotti

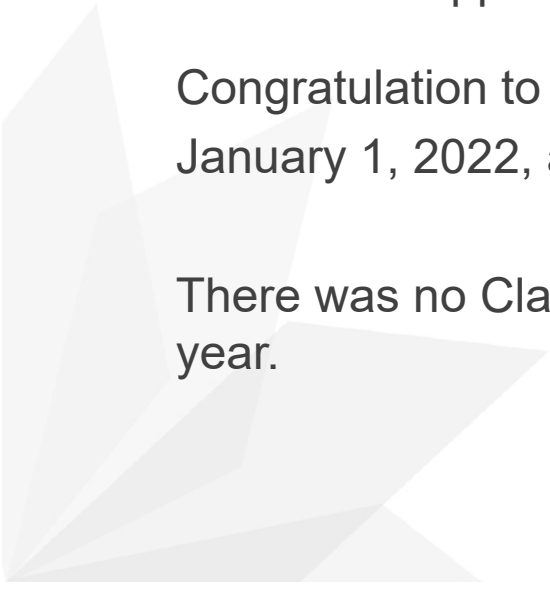


2022 Board of Directors

As you know, there was no need to hold an election this year for the two Class A vacancies that will occur on January 1 as there were just two nomination applications received.

Congratulation to Graham Russell of Villa Lago, who will take his seat on January 1, 2022, and Cindy Jefcoat of Turnberry, who will remain seated.

There was no Class B election required as there are no seats expiring this year.



PROPOSAL 1



Amendment to the By-Laws, Article V, Paragraph 3

- Requesting approval to revise the language to clarify who is eligible to be nominated for Class B seats.
- Currently, the language is vague and allows anyone to be nominated (or self-nominate) for a Class B seat vacancy.
- The Class B Nominating Committee has requested that the language better define who is eligible to be nominated for a Class B seat.

Please complete Proposal 1 on the green ballot provided at sign-in.

PROPOSAL 2



Amendment to the By-Laws, Article V, Paragraph 7

- Requesting approval to revise the date in which the Board of Directors candidate elect takes their seat.
- Currently the candidate elect takes their seat on January 1, following the election that takes place in October.
- Changing this date will allow the Board to elect new officers immediately and avoid a lapse in having an officer seat filled should the current year' officer term be expiring.

Please complete Proposal 2 on the yellow ballot provided at sign-in.

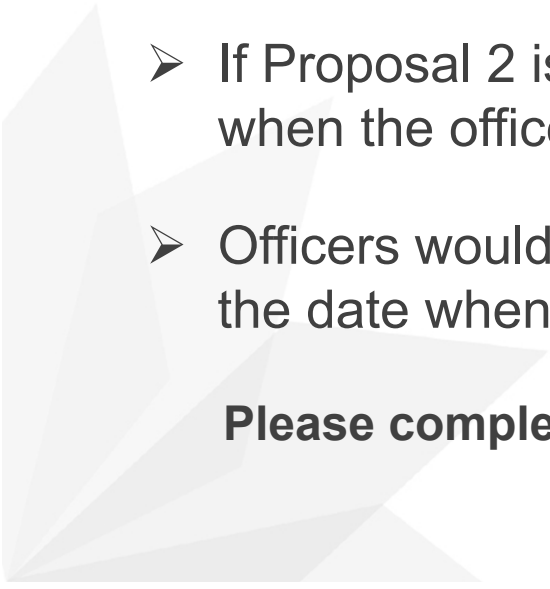


PROPOSAL 3

By-Laws, Article VIII, Paragraph 2

- Requesting approval to revise when the Board of Directors officers are elected. (contingent on approval of Proposal 2).
- If Proposal 2 is approved, this will revise the language that defines when the officer election takes place.
- Officers would be elected at the first regular meeting following the date when the new Board members take their seat.

Please complete Proposal 3 on the pink ballot provided at sign-in.





PROPOSAL 4

Articles of Incorporation, Article VI, Paragraph (a)

- Requesting approval to revise the termination date of the Board member's term. (contingent on approval of Proposal 2).
- If Proposal 2 is approved, this will revise the language in the Articles of Inc. that defines when the Board members term expires.

Please complete Proposal 4 on the blue ballot provided at sign-in.





PROPOSAL 5

Requesting approval to allow any excess of membership income over membership expenses for the year ending December 31, 2021 be applied against subsequent tax year member assessments.

Please complete Proposal 5 on the orange ballot provided at sign-in.



Operations Update

Tom Cooper

Executive Director

tcooper@soaowners.com

850-424-5959



Strategic Plan Update



2021 Strategic & Action Plan – Quarterly Actions Checklist

QUARTER 1, 2021

- ★ G1. Reorganize & streamline Committee structure [BOD]
- ★ G2. Develop & document a clear, thoughtful decision-making process [ED]
- ★ G3. Review Board meeting processes (establish document flow) [ED]
- ★ S1. Establish a plan for a permanent headquarters, maintenance facility & trash [LPC]
- ★ D1. Review opportunities for walking/biking trails/paths in cooperation with SDI [Security Committee, Q1-Q4]
- ★ CSR1. Re-establish Communications Committee (seek tech savvy members [BOD])
- ★ OM1. Resolve waste transfer facility issue [BOD]
- ★ OM2. Monitor studies, reports & Rules for stormwater run-off related to future development [Maint. Committee, Q1-Q4]
- ★ F1. Define SOA technology needs & investigate options, considering system integration [ED, Q1-Q4]

QUARTER 2, 2021

- ★ G4. Develop & approve a Code of Conduct [Gov. Committee]
- G5. Create a plan to conduct more PR-focused community outreach [Communication Committee]
- ★ S2. Establish & document clear lines of responsibility [ED]
- ★ D1. Review opportunities for walking/biking trails/paths in cooperation with SDI [Security Committee, Q1-Q4]
- ★ O2. Offer educational class via Zoom on neighborhood president's role & responsibilities (collaborate with community mgrs [ED])
- ★ O3. Develop a plan to improve calls for Board candidates [Nominating Committee]
- ★ CSR2. Create a Social Media Strategy [Comm. Committee]
- CSR3. Develop a plan for improving relationship with SDI [BOD]
- ★ OM2. Monitor studies, reports & Rules for stormwater run-off related to future development [Maint. Committee, Q1-Q4]
- ★ F1. Define SOA technology needs & investigate options, considering system integration [ED, Q1-Q4]
- ★ F2. Evaluate impact of new min. wage requirements on budget & benefits [HR]

QUARTER 3, 2021

- S3. Develop & document a succession plan [ED]
- ★ S4. Develop performance plans [HR]
- ★ D1. Review opportunities for walking/biking trails/paths in cooperation with SDI [Security Committee, Q1-Q4]
- ★ OM2. Monitor studies, reports & Rules for stormwater run-off related to future development [Maint. Committee, Q1-Q4]
- ★ OM3. Prioritize & take action to improve roads (e.g., Heron Walk, Audubon) [ED]
- ★ F1. Define SOA technology needs & investigate options, considering system integration [ED, Q1-Q4]
- ★ F3. Complete new reserve study [FD]

QUARTER 4, 2021

- O1. Review opportunities for walking/biking trails/paths in cooperation with SDI [Security Committee, Q1-Q4]
- O4. Research amenities/meeting space/recreational facilities options for Reeves Rd property & create a clear plan [LPC]
- O5. Develop a long-term plan for beach access [MC]
- O6. Review governing documents re: having all members vote for Board [Gov. Comm]
- CSR4. Review Communications Plan to address diverse stakeholders & establish a plan for survey frequency & content [Comm. Committee]
- OM2. Monitor studies, reports & Rules for stormwater run-off related to future development [Maint. Committee, Q1-Q4]
- OM4. Collaborate with SDI and neighborhoods to identify & improve poorly maintained landscape areas not currently owned by SOA [PSD]
- F1. Define SOA technology needs & investigate options, considering system integration [ED, Q1-Q4]
- F4. Establish guidelines in the event of a future economic downturn [Finance Committee]

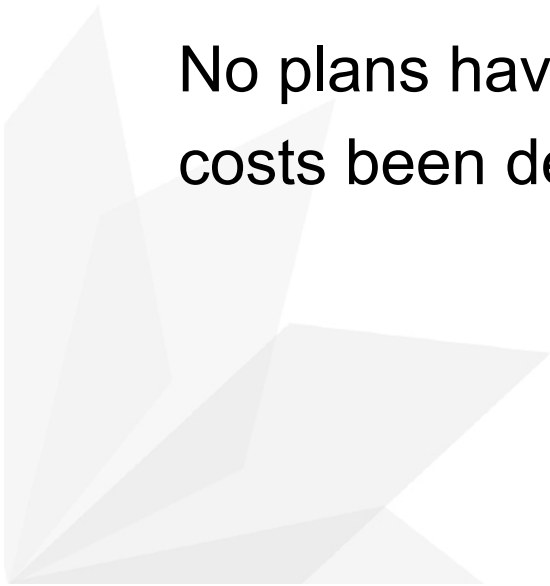
This reflects an 89%
Completion rate to date
(24 of 27)

SOA Operations Complex Update



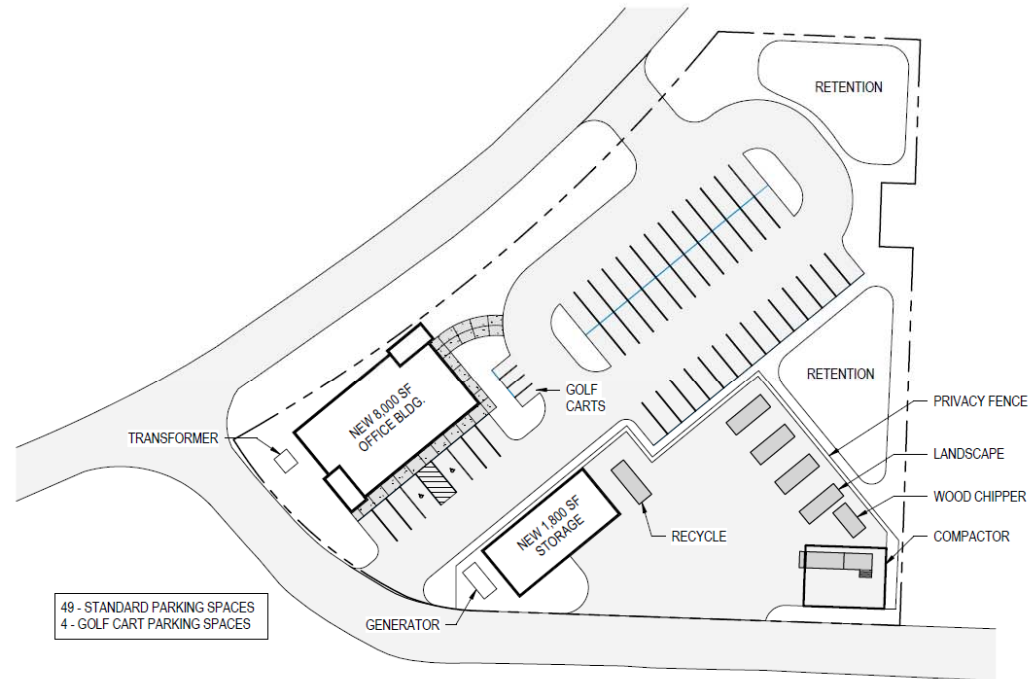
These are all conceptual designs and subject to change.

No plans have been formally approved, nor has any costs been determined or funding authorized.



SOA Operations Complex Update

Conceptual Site Plan



Sandestin Owners Association

SITE PLAN

SCALE: 1" = 40'-0"

BTA # 153721.01 Date/Issue Date

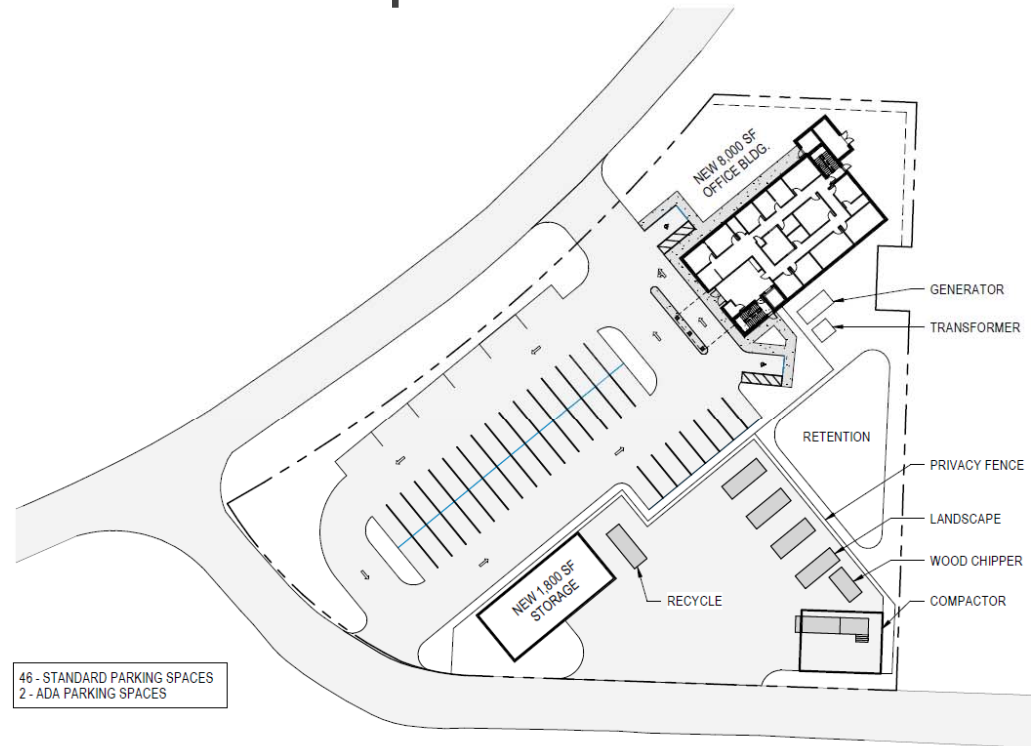
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Fax: 800.432.5208
Phone: 800.434.5444

BTA
Bullock-Town Associates

A-4

SOA Operations Complex Update

Conceptual Site Plan



Sandestin Owners Association

SITE PLAN

SCALE: 1" = 40'-0"

BTA# 153721.01 DM# 06/2021

909 East Croydon
Naples, FL 34101
ANC000174
www.btaonline.com
Fax: 938.432.5393
Phone: 938.434.5444

BTA
Bullock-Town Associates

A-4



Property Services

Kyle Ray

Property Services Director

kray@soaowners.com

(850) 424-5933

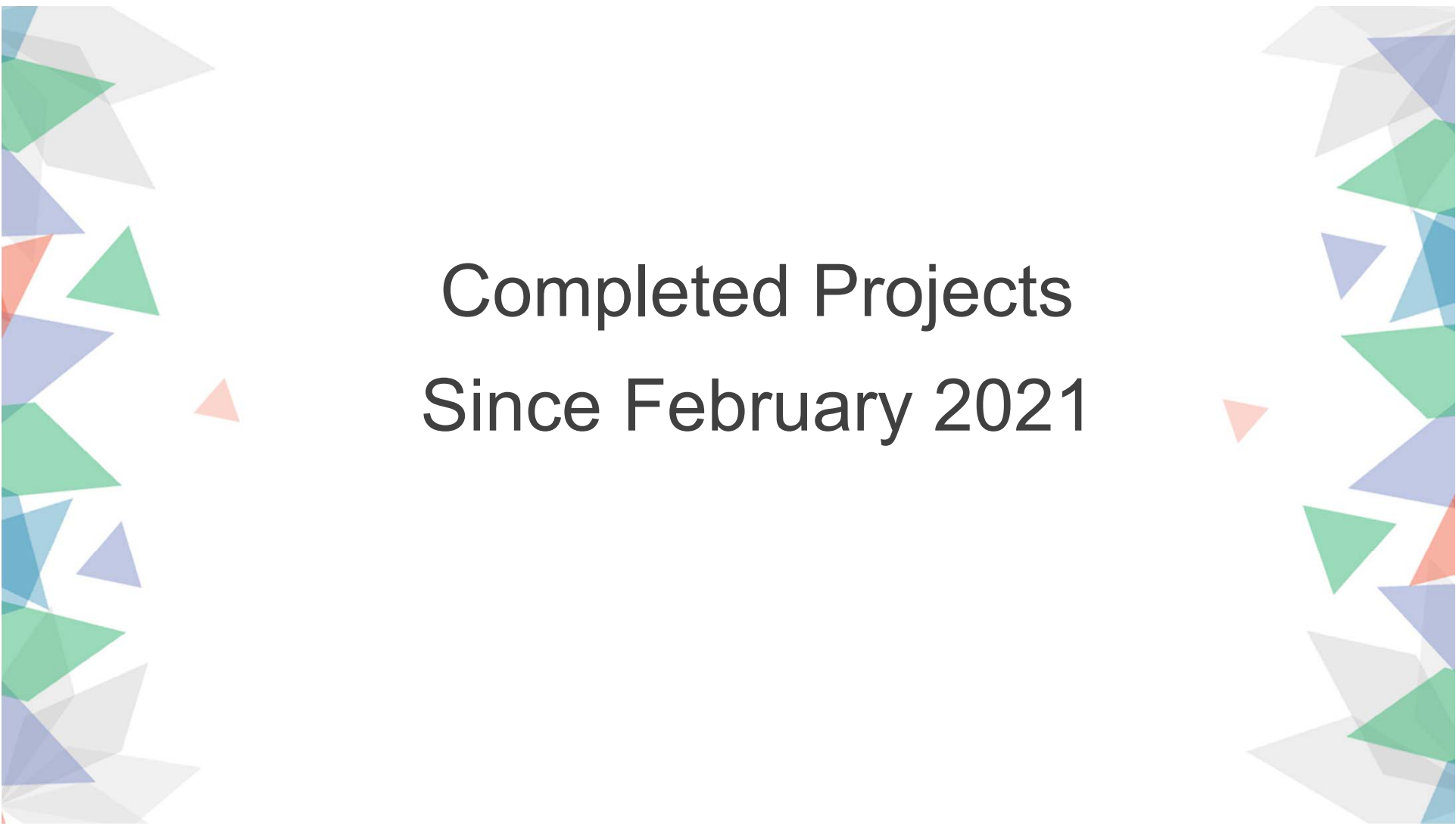
Micah Priest

Project Coordinator

mpriest@soaowners.com

(850) 424-5953



The slide features decorative borders on the left and right sides. These borders are composed of overlapping, semi-transparent geometric shapes, primarily triangles and polygons, in shades of green, blue, purple, and grey. A small, isolated orange triangle is positioned to the left of the central text.

Completed Projects Since February 2021

Tunnel Walls



Before



After



Fence at DOT Lake on Audubon Drive



West Perimeter Fence

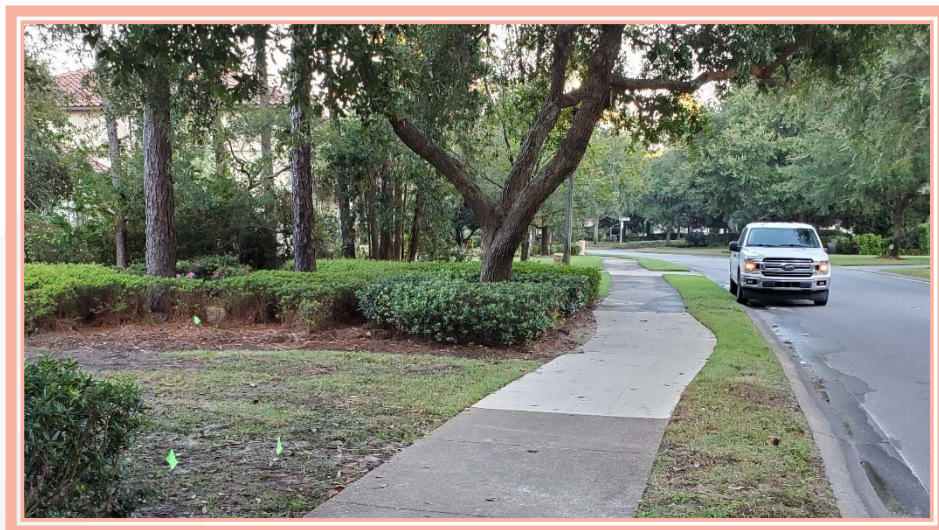


Before



After

Sidewalk Repairs



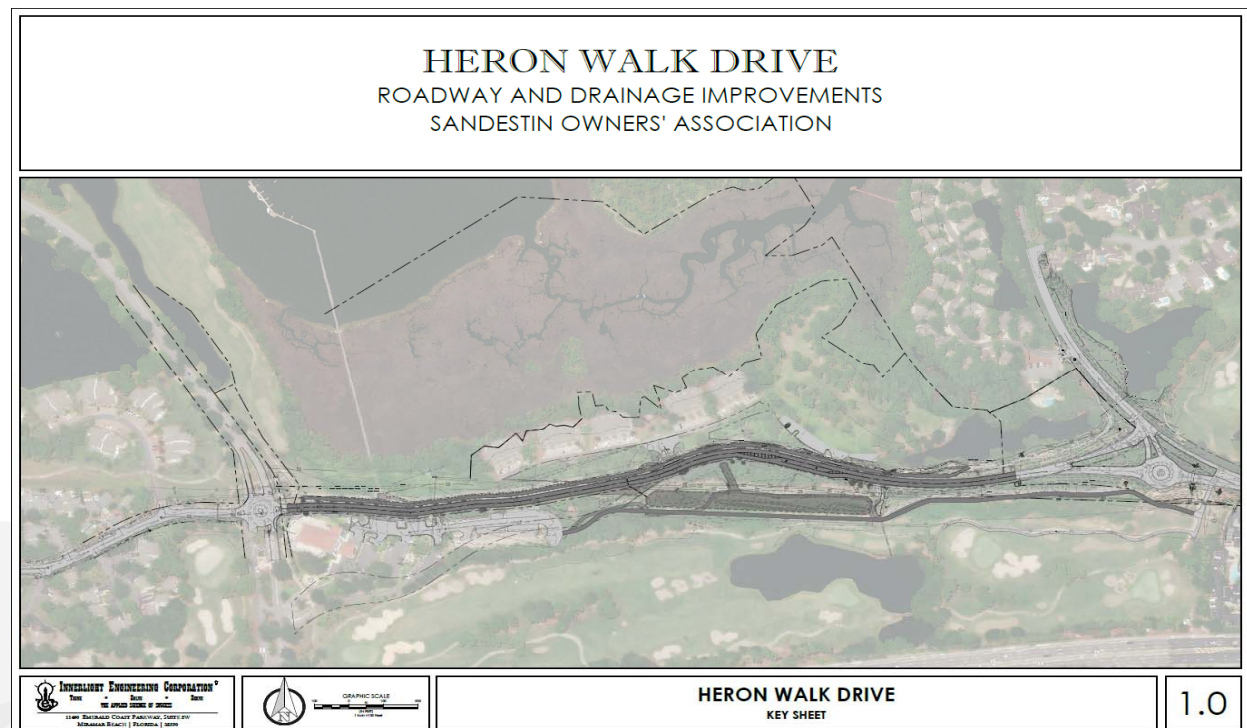
The slide features decorative borders on the left and right sides. These borders are composed of various overlapping triangles in shades of green, blue, purple, orange, and grey, creating a modern, abstract geometric design. The central text is positioned between these borders.

Ongoing & Upcoming Major Projects

Heron Walk Drive Improvements



Drainage, possible roadway reconfiguration, sidewalks, and overall aesthetics

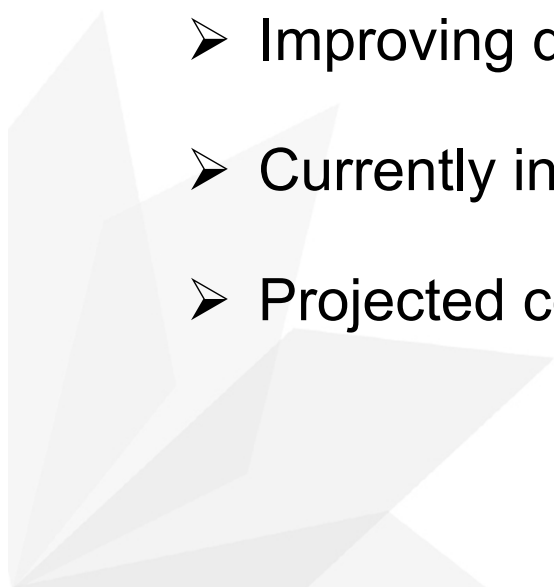


Heron Walk Drive Improvements

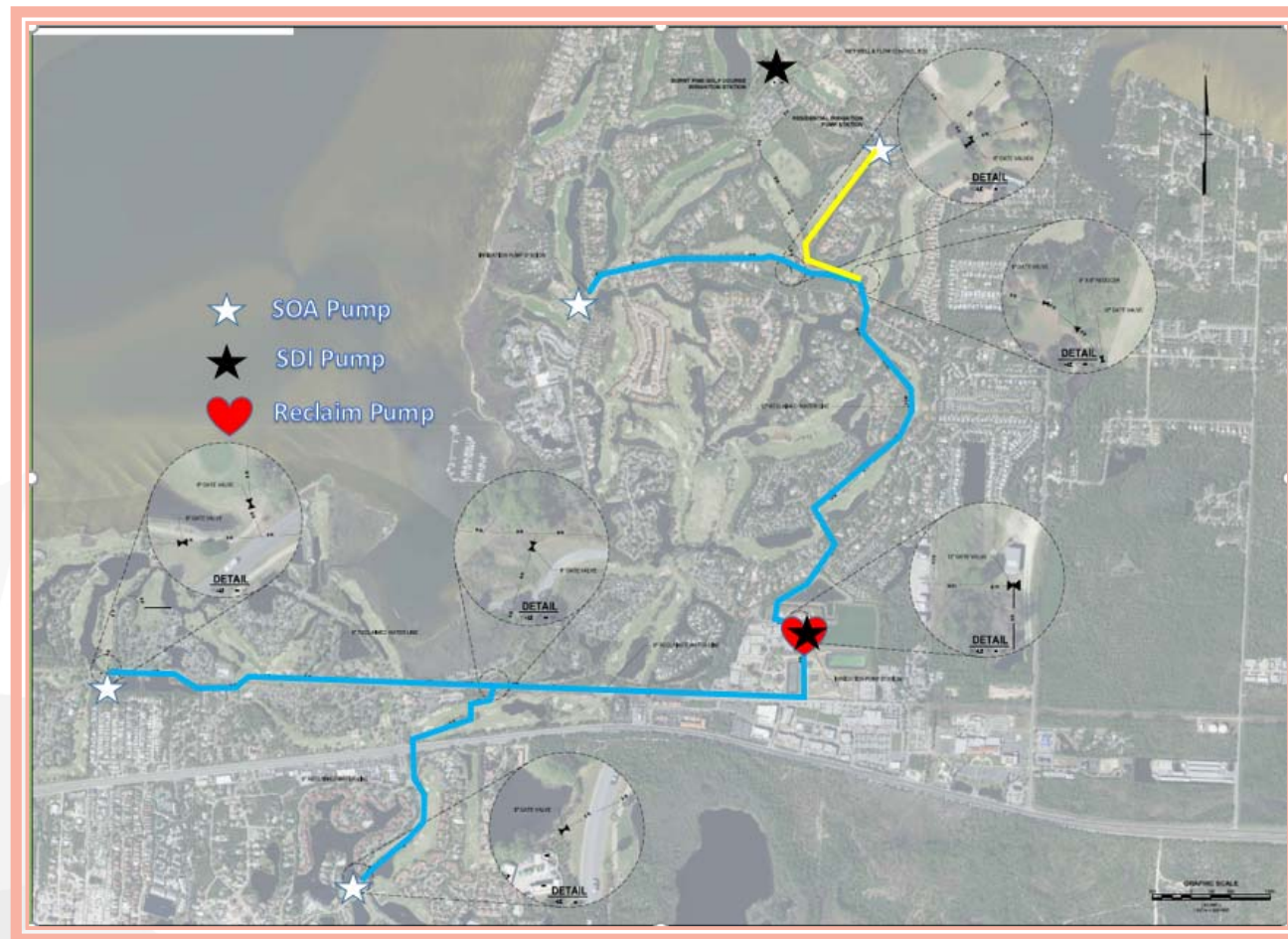


Project includes:

- Widening and improving the sidewalk experience
- Improving drainage along the south side of the roadway
- Currently in the construction document phase
- Projected commencement is after Labor Day 2022



Reclaim Water



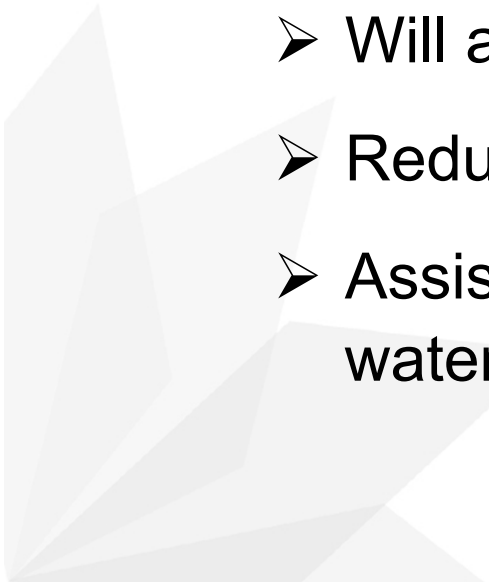
Reclaim Water



Reclaim Water



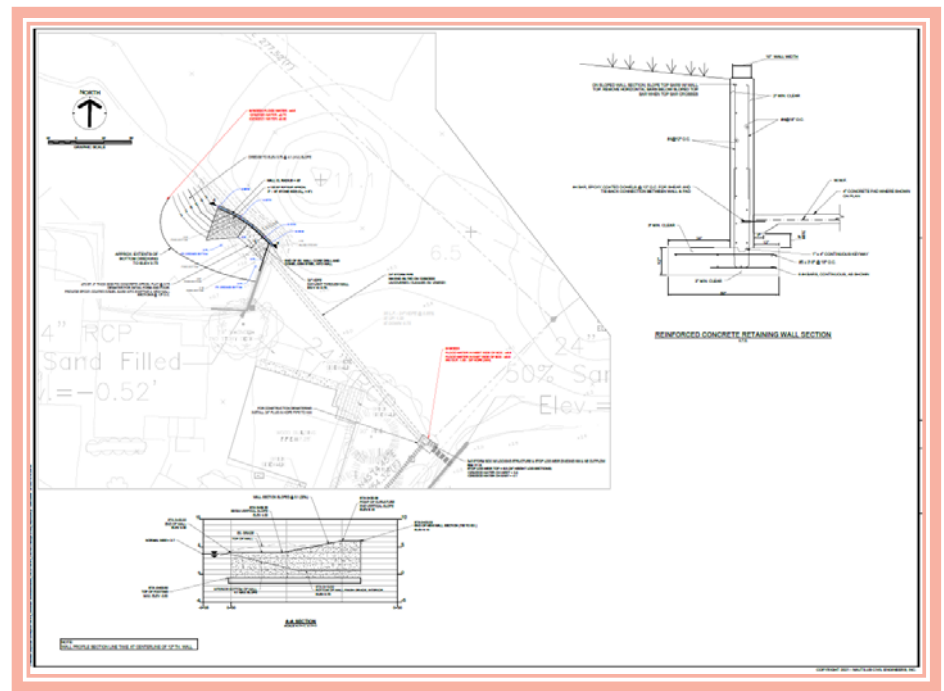
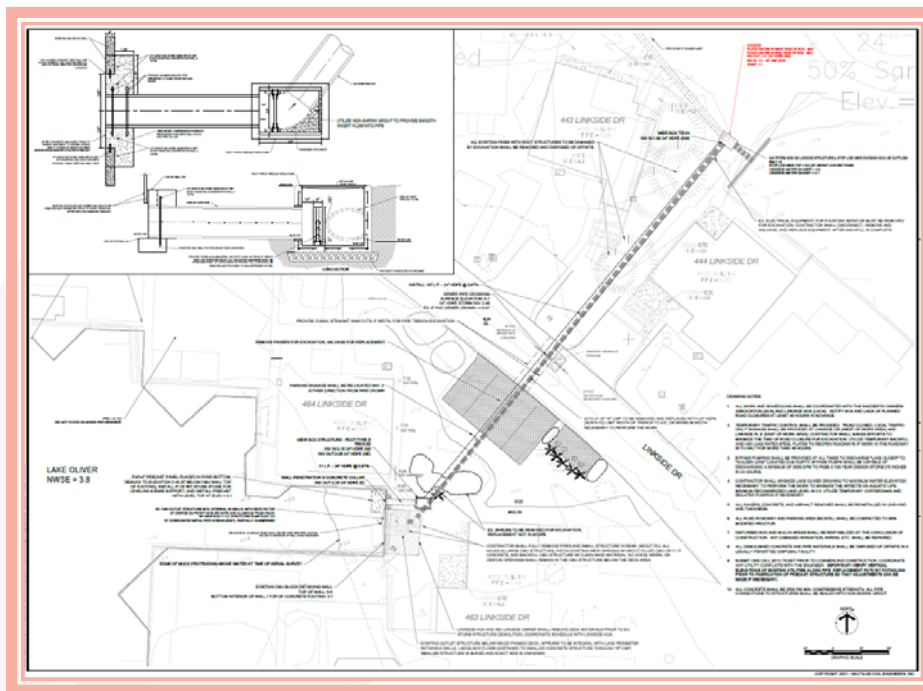
- Cost - \$1.9M
- Paid out of Capital Contributions
- Will add redundancy to our irrigation platform
- Reduce SOA dependency on groundwater
- Assist the SOA with maintaining our allowable water use under our consumptive use permit





Linkside Drainage

Project approved for \$315K from Drainage Reserves



Linkside Drainage



Lake Dredging Phase 2



Approved for \$140K from Drainage Reserves

Bay Villas

Heron Walk

Genoa

Prestwick

The Fountains



Raven 18 Pipe Repair



Raven 18 Pipe Repair



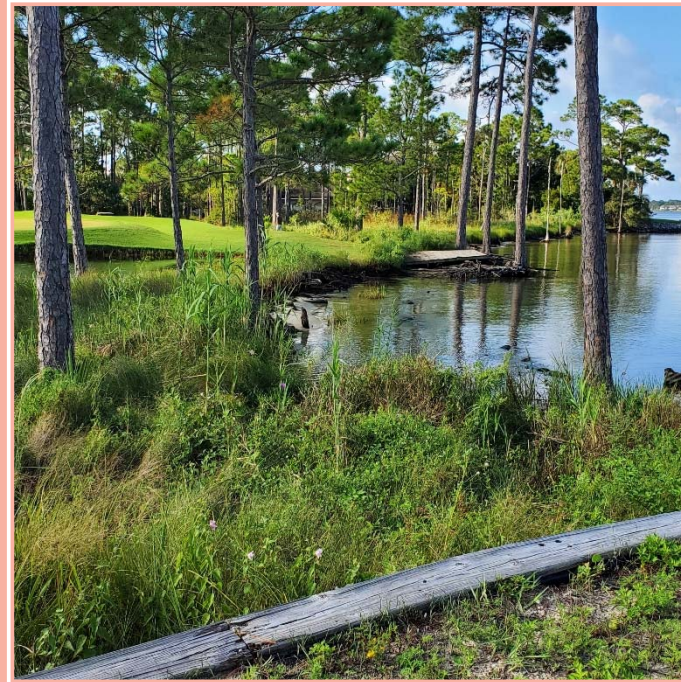
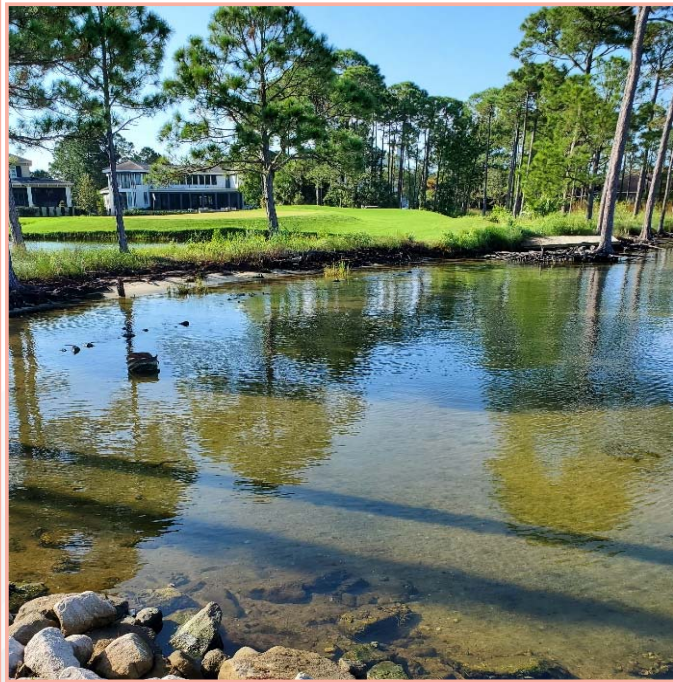
Paving 2021



Project approved for
\$911K from Roadway
Reserves



Burnt Pine 13 Shoreline



Burnt Pine 13 Shoreline

Improvements approved for \$25K, cost share with SDI.



SECURITY

Jimmy Willis

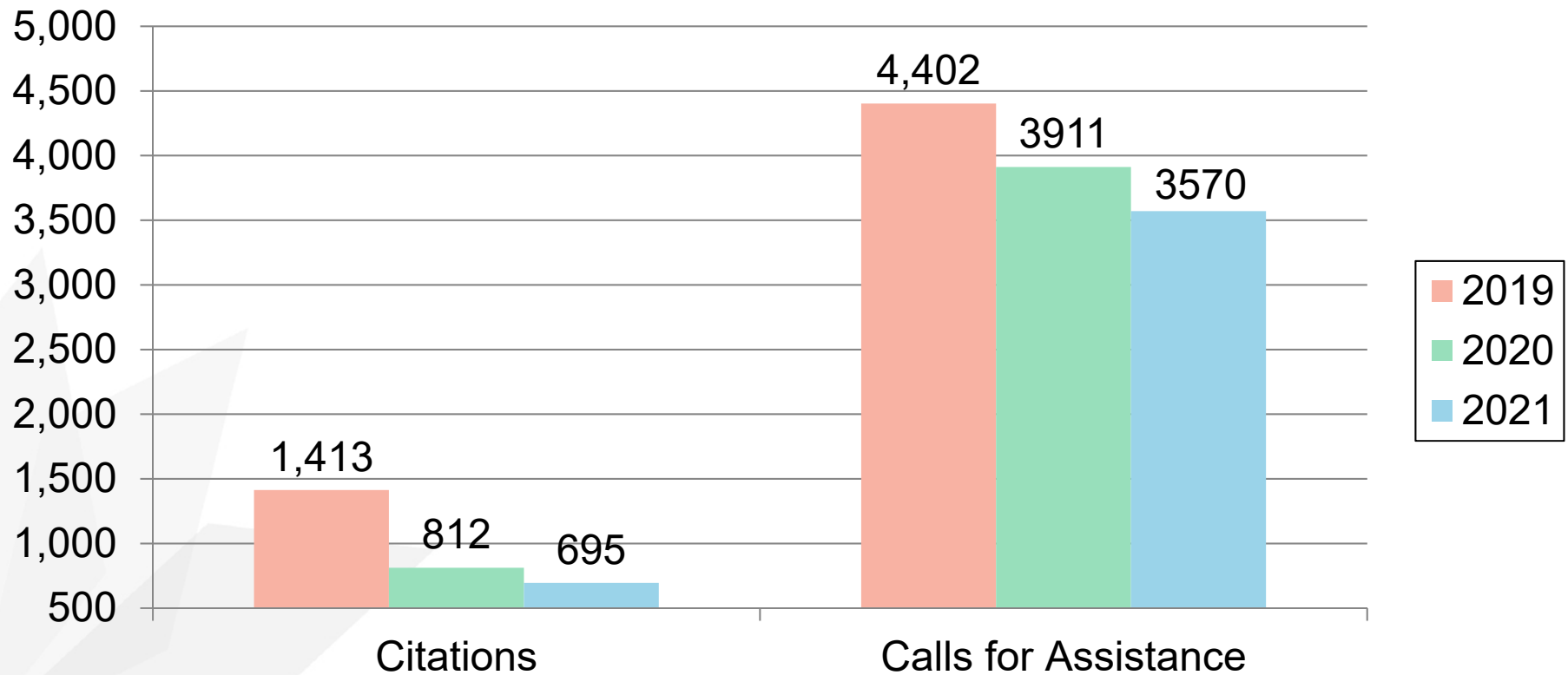
Director of Security

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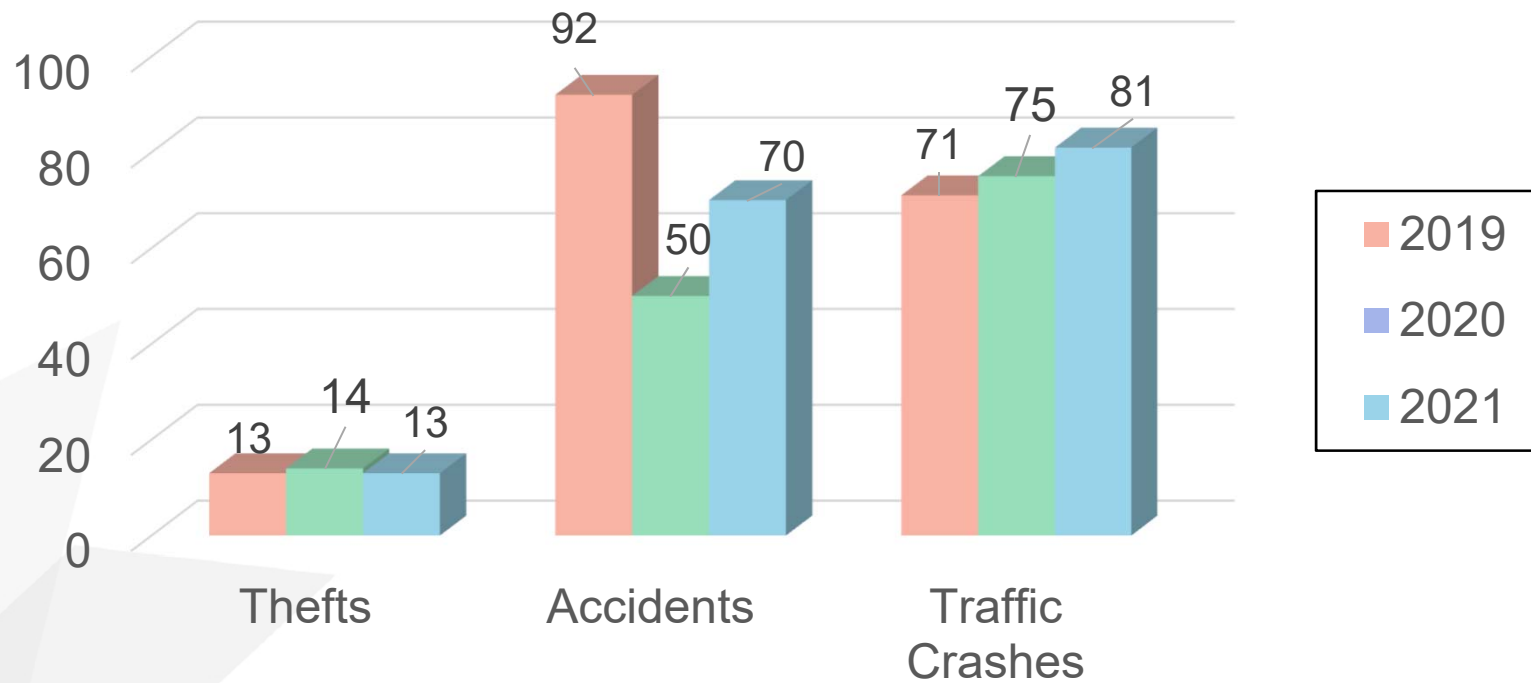
Security Stats

January thru September 30, 2021



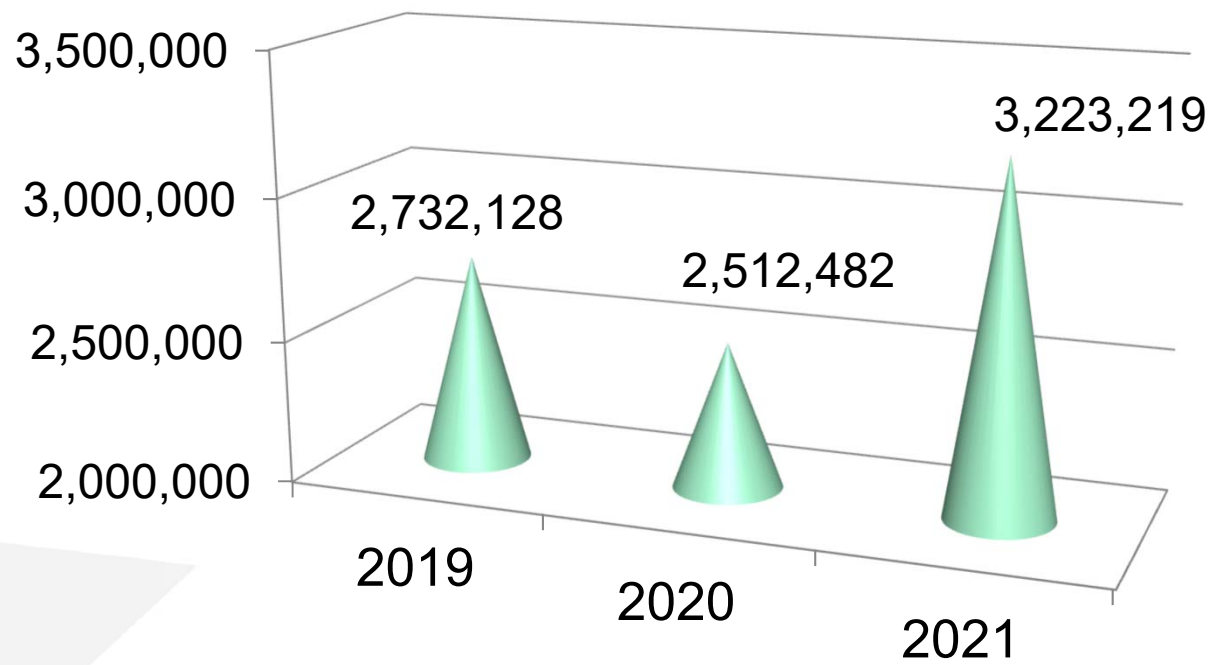
Security Stats

January thru September 30, 2021



Traffic Count

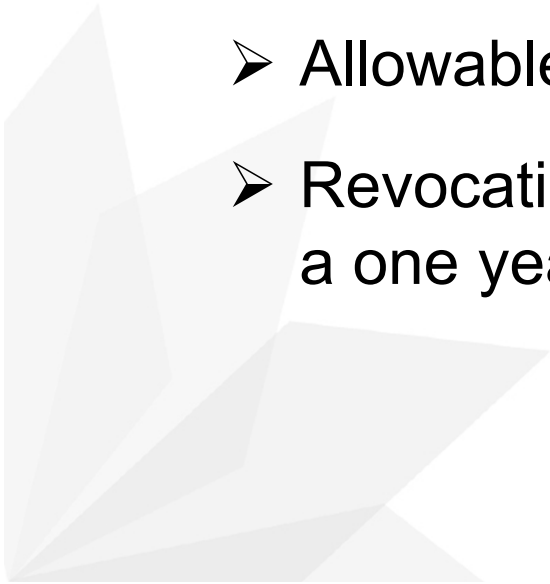
January thru September 30, 2021



Golf Cart Policy Changes



- Updated cost for Marina tenant golf carts to reflect $\frac{1}{2}$ of the current annual assessment.
- Allowable golf cart height increased from 15" to 18".
- Revocation of golf cart privilege for three violations in a one year period.



Beach Flag Notification



New Directional Signage





ARCHITECTURAL REVIEW BOARD

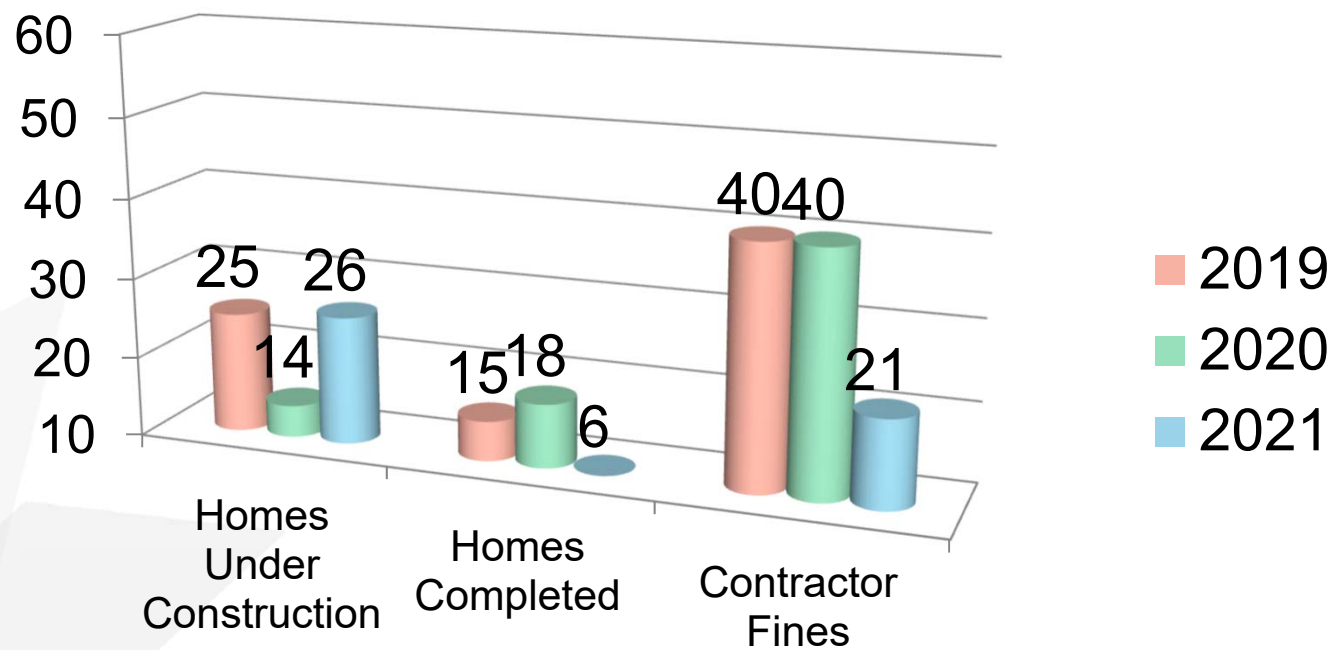
Anissa Cannon
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Joshua Cummings
Compliance Officer
[jcummings@soaowners.com](mailto:jcumming@soaowners.com)



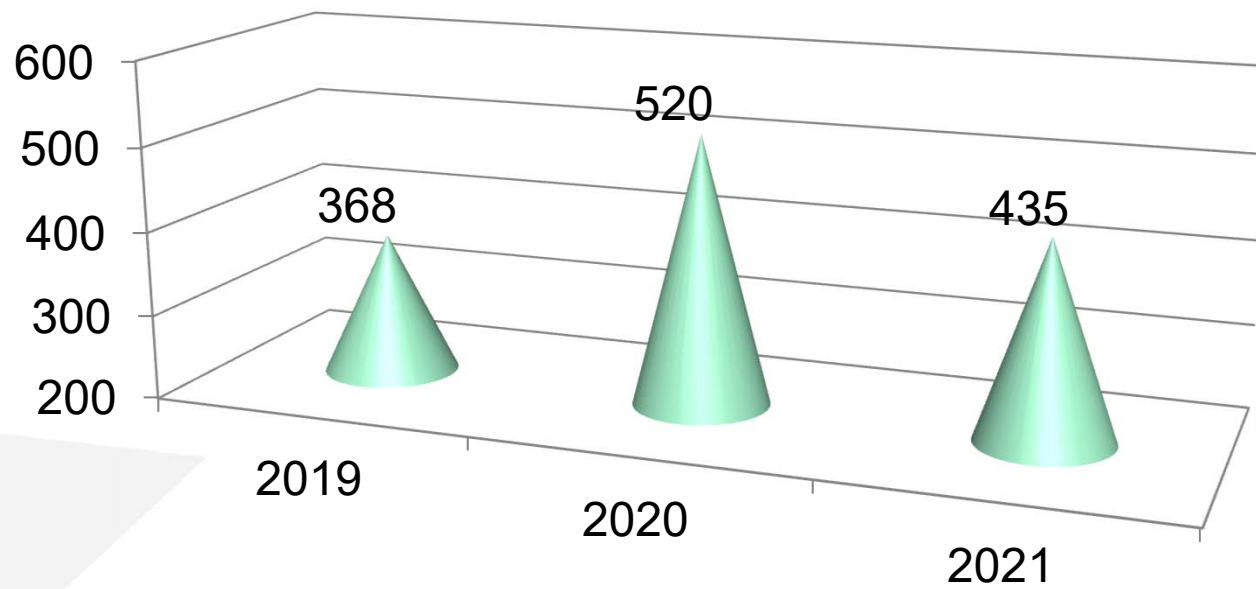
ARB Stats

January thru September 30, 2021



Total Submittals

January thru September 30, 2021





CUSTOMER SERVICE & COMMUNICATIONS

Victoria Klamerus
Assistant Executive Director
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850-424-5955

Valerie Rodriguez
Customer Service Representative
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850-424-5950

COMMUNICATIONS



- With so many new owners, please be sure all of your member are receiving the SOA Weekly Updates.
- There is a new SOA Facebook page – please be sure to follow:
Sandestin Owners Association, Inc. – SOA.
- Follow us on Instagram to catch a glimpse of pictures from throughout the community.

Coming Soon:

- Text messaging alerts sent out to communicate urgent events affecting the community IE: traffic, weather, etc.
- You tube videos to review topics such as what the SOA does, Beach Warning Flags, Golf Cart Safety, etc.
- Golf cart renewal will start in December - Will be available via mail, unless the cart is grandfathered from 2009.



FINANCE REPORT

Jeff Murrell, Treasurer

Jennifer Bailey, Finance Director

jbailey@soaowners.com

2021 Finance Committee



Jeff Murrell (Chair)	Genoa
Janis Cotton	Luau
David Gallagher	Burnt Pine
Bob Jones	Vineyards
Rick McAllister	St. Andrews
Graham Russell	Villa Lago
Michael Weaver	Genoa
Jerry Wolf	Island Green
Jennifer Bailey	SOA
Tom Cooper	SOA

2021 Budget v Forecast (\$k)



	<u>Budget</u>	<u>Forecast</u>	<u>Var +/-</u>	<u>Commentary</u>
Income	9,538	9,639	101	Higher number of home sales
<u>Expense</u>				
Employee Related	3,734	3,743	(9)	
Administration (Office, Insurance,...)	1,366	1,319	47	Lower Communication Exp. Higher Maintenance and Trash
Infrastructure (L/S, Util., Trash,...)	2,639	2,783	(144)	
Total Operating Expense	7,739	7,845	(106)	
Cable, Taxes	1,131	1,118	13	
Reserves	666	666	-	
Emergency Fund	0	0	-	
Net Income	2	10	8	

Balance Sheet

(9/30/21, \$k)



Assets

Cash & Equiv.	3,677
Investments	9,912
A/R	95
A/R allowance	<u>(55)</u>
Total Current Assets	13,629
 Fixed Assets	 4,702
Other Assets	<u>127</u>
Total Long Term	<u>4,829</u>
Total Assets	18,458

Liabilities & Fund Balances

A/P	239
ARB Deposits	592
Deferred Revenue	<u>826</u>
Total Liabilities	1,657
 Reserve Fund	 4,483
Capital Fund	4,872
Emergency Fund	<u>2,294</u>
Total Funds	11,649
 Operating Equity	 <u>5,152</u>
Total Liab. & Equity	18,458

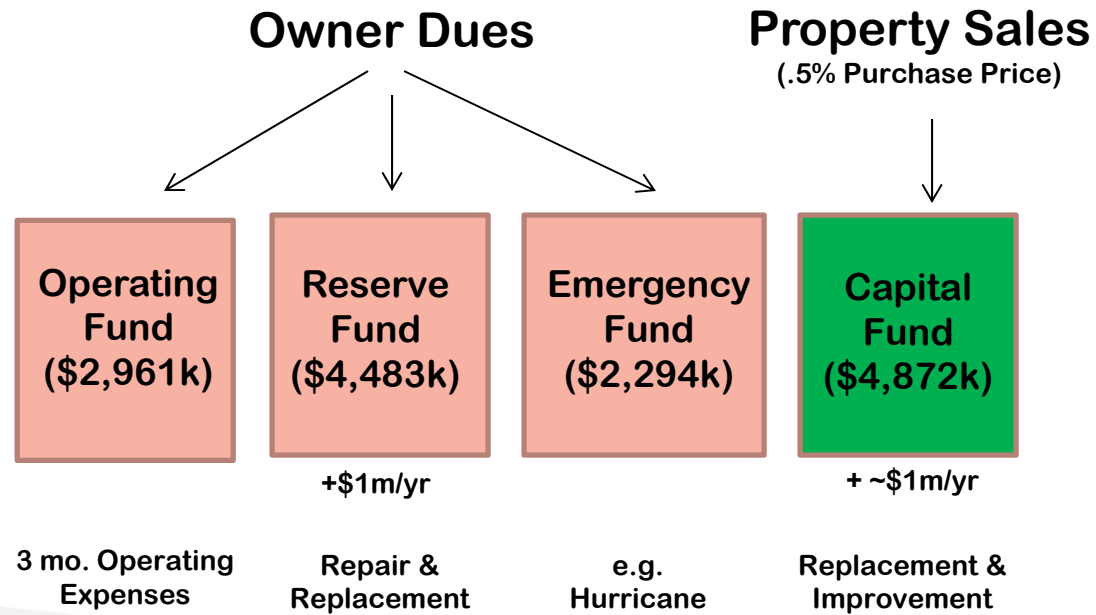


2022 Budget Summary (\$k)

	<u>2021</u> <u>Budget</u>	<u>2022</u> <u>Budget</u>	<u>Var +/-</u>	<u>Commentary</u>
Income	9,538	10,260	722	Assessment Increase \$80.00 annually: \$ 1360.00 per home (not incl. cable) \$ 680.00 per lot
<u>Expense</u>				
Employee Related	3,734	4,366	(632)	Comp. increase
Administration	1,366	1,297	69	No Directory, No Communications Channel
Infrastructure	2,639	2,740	(101)	Landscape improvements & increases, Trash
Total Operating Expense	7,739	8,403	(664)	
Cable, Taxes	1,131	1,169	(38)	Higher bulk cable costs
Reserves	666	700	(34)	Realign reserves to Reserve Study
Emergency Fund	0	0	0	Annual contribution suspended
Net Income	2	(12)	(14)	



Fund Status



Reserves Update (9/30/2021, \$k)



	<u>9/30/21</u>	<u>Fcst 22</u>	<u>Fcst 23</u>	<u>Fcst 24</u>
Beginning Fund Balance	4,483	4,300	4,673	3,931
Total Active (Spending Balance \$313k) and In Process Projects	349	627	1,742	1,848
	3,306	2,970	2,006	4,108
Forecast contribution	166	1000	1000	1200
Potential Ending Balance	4,300	4, 673	3,931	3,283
Possible Future Projects (e.g. Dredging)		1,090	500	500

Capital Update (9/30/2021, \$k)



	<u>9/30/21</u>	<u>Fcst 22</u>	<u>Fcst 23</u>	<u>Fcst 24</u>
Beginning Capital Fund Balance	4,872	3,465	1,465	165
Total Active (Spending Balance \$1907k) and In Process Projects	<u>1,907</u>	<u>3,000</u>	<u>2,300</u>	<u>0</u>
	3,965	465	1,785	165
Forecast contribution	<u>500</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>
Potential Ending Balance	3,465	1,465	165	1,165
Possible Future Projects		229	1,100	4,000

Irrigation Billing (2023 implementation)

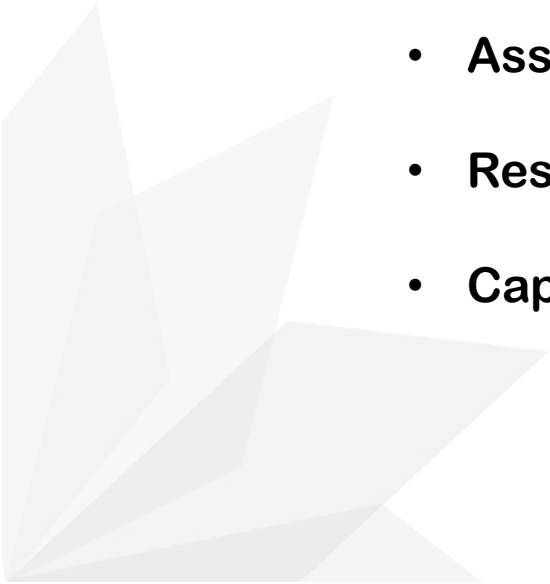
- SOA spends ~ \$380k annually on irrigation system maintenance/repairs
 - 30% (~ \$114k) absorbed in budget for SOA common areas
 - 70% (~ \$266k) billed to HOA's/COA's/Commercial for their usage
 - **Current recovery is ~ 20% under actual expense**
- Current billing situation
 - Original allocation based on metering/land area/?
 - Not all areas metered; SOA not set up for usage based billing
 - **Current billing to users not defensible or equitable**
- Alternatives considered
 1. Absorb all costs in SOA budget
 - Approx. \$44 (4%) increase in annual dues per RDU
 - Several entities not using irrigation system (e.g. Hilton)
 2. Bill based on land area irrigated
 - Difficult to establish/maintain records
 - Pervious vs. Impervious
 3. **Bill based on delivery 'Tiers'**

	<u>\$/RDU</u>
• Tier 1 – Common area only	\$56
• Tier 2 – High density (high rise)	\$23
• Tier 3 – Common plus individual parcels	\$95
• Tier 4 – Small commercial	\$50
• Tier 5 – Large commercial	\$260



Summary

- **Excellent expense management**
- **Strong Balance Sheet**
- **Assessment increase \$80 annually (\$40 per lot)**
- **Reserve funding coverage good**
- **Capital funding in place for major projects**



PROPOSAL RESULTS

All Proposals passed unanimously.

- Results of Proposal 1– By-Laws, Article V, Paragraph 3
- Results of Proposal 2 – By-Laws, Article V, Paragraph 7
- Results of Proposal 3 – By-Laws, Article VIII, Paragraph 2
- Results of Proposal 4 – Articles of Incorporation, Article VI, Paragraph (a)
- Results of Proposal 5 – Excess Funds Reapportionment