



Sandestin Owner's Association, Inc.

Advisory Board Meeting
Oct. 27, 2023

This presentation will be available on the
SOA website following the meeting.

Please silence your cell phones.

CONFIRM VOTE COUNT COMMITTEE

Members

Jennifer Crawford

Jaime Alexander

Staff

Victoria Klamerus

Alyssa Wells

Anissa Cannon

PROPOSAL 1

Revision to By-Laws Article VIII, Para. 1

- Adds language to clarify that all officers shall be members of the Board.
- Current language only requires the President to be a member of the Board.

PROPOSAL 1

(Passed)

Proposed revision to the Sandestin Owners Association By-Laws, Article VIII, Paragraph 1

1. The officers of the Association shall be a President, a Vice President, a Secretary, and a Treasurer, and such other officers as may be elected in accordance with these Bylaws and the Articles of Incorporation. ~~The President~~ All officers shall be ~~a member~~ members of the Board of Directors.

Please cast **PINK** ballot provided at sign-in.

PROPOSAL 2

Revision to By-Laws, Article IV, Para. 2

Proposal adds language to clarify that Board candidates must meet the same qualifications, whether elected or appointed.

PROPOSAL 2 - *(Passed)*

Proposed revision to the Sandestin Owners Association By-Laws, Article IV, Paragraph 2

BOARD OF DIRECTORS

1. A majority of the Board of Directors shall constitute a quorum to transact business at any meeting of the Board, and the action of a majority present at a meeting at which a quorum is present shall constitute the action of the Board of Directors.

2. Any vacancy occurring on the Board of Directors because of death, resignation or other termination of services of any director shall be filled by the Board of Directors after consulting with the Nominating Committee for the Class in which the vacancy occurred. The Declarant, to the exclusion of other Members and/or the board itself, shall fill any vacancy created by the death, resignation, removal or other termination of services of any Director appointed by the Declarant. A Director appointed to fill a vacancy shall be appointed for the unexpired term of his predecessor in office and until his successor shall have been elected and/or appointed and qualified.

3. Members of the Board of Directors who are Owners and elected by or on behalf of the Class A Members shall not be entitled to serve more than two consecutive terms.

4. With the exception of the Declarant appointed seat, all appointees to fill vacancies on the Board of Directors and all candidates for election to the Board of Directors must meet the qualifications for candidates required by Florida law, the By-Laws of the Association, or other Rule or Policy approved by the Board of Directors at a duly called meeting.

Please cast **YELLOW** ballot provided at sign-in.

PROPOSAL 3

Revision to By-Laws, Article V, Para. 3

- This proposal modifies the previous approved amendment that identified what is required if a non-Class B member is seeking nomination to fill a Class B seat on the Board.
- New language provides clarification regarding the requirements.

PROPOSAL 3 *(Passed)*

ELECTION OF DIRECTORS: NOMINATING AND ELECTION COMMITTEES

3. The Nominating Committee shall place all qualified applicants ~~that are Members in good standing~~ into nomination. Class A nominees shall **only** be from among Class A Members. Class B nominees ~~shall may only~~ be from among Class B members, or non-Class B members. if a non-Class B member is seeking nomination, the Nomination Application or Candidate Form must be signed by an authorized representative of a Class B member, upon written notification to the Secretary, a Class B member representative may nominate a person who is not a Class B Member. Notification of the vacancy, if any, being filled by the Declarant shall be placed on a written ballot as provided in Section 4 of this article and shall be made in advance of the time fixed therein for the mailing of such ballots to Members.

Please cast **PURPLE** ballot provided at sign-in.

PROPOSAL 4 *(Passed)*

Should any excess of membership income over membership expenses for the year ending December 31, 2023 be applied against subsequent tax year member assessments?

Please cast **GREEN** ballot provided at sign-in.

OPERATIONS UPDATE

Tom Cooper

Executive Director

tcooper@soaowners.com

850-424-5959

SOA Key Staff

Victoria Klamerus

Assistant Executive Director

Customer Service & Communications

vkramerus@soaowners.com

850-424-5955

Aimie Trussell

Executive Assistant

atrussell@soaowners.com

850-424-5934

SOA Key Staff

ARB

Anissa Cannon

ARB Administrator

acannon@soaowners.com

850-424-5930

Security

Jimmy Willis

Director of Security

jwillis@soaowners.com

850-424-5933

Property Services

Kyle Ray

Property Services Director

kray@soaowners.com

850-424-5922

Accounting

Jennifer Bailey

Director of Finance

jbailey@soaowners.com

850-424-5944

Pending Projects Update



SOA Pool 1 Redesign

- October 3 - County Technical Review Committee approved plans.
- Once Development Order received, we can begin demolition.

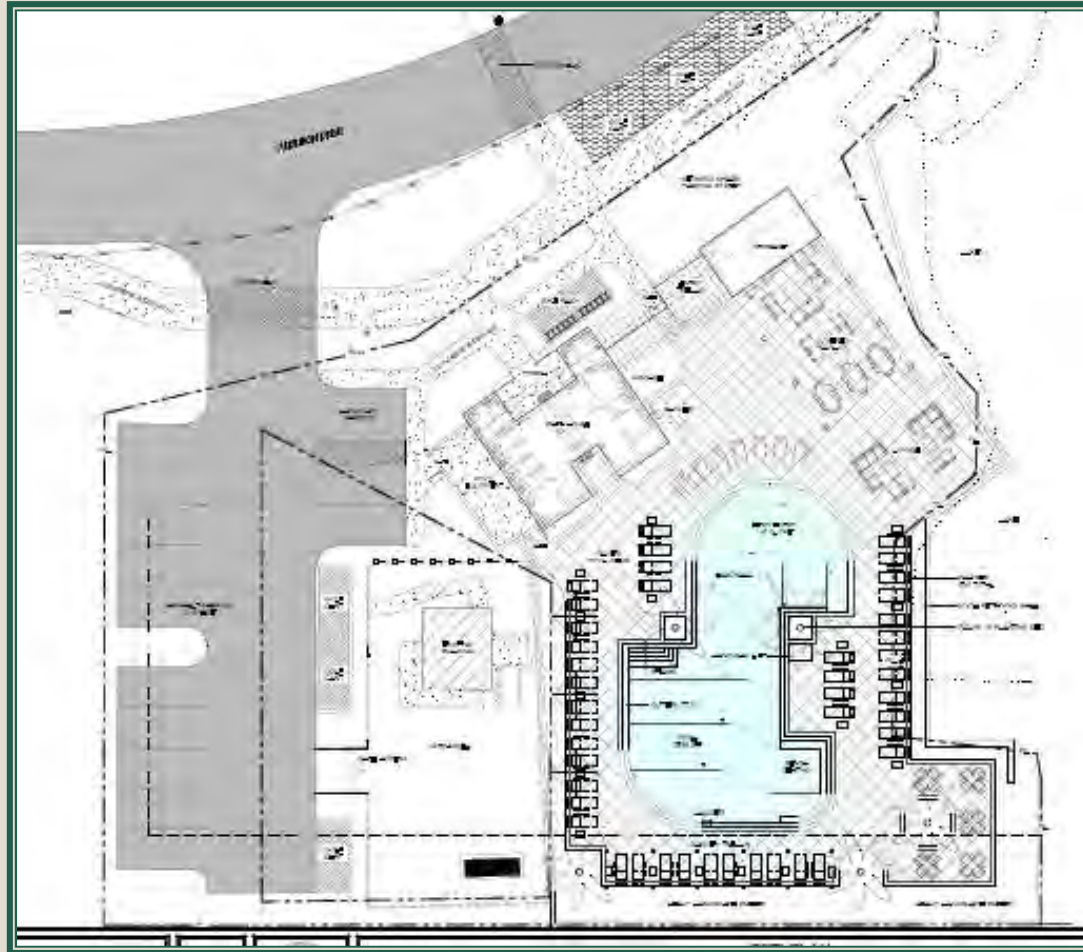


SOA Pool 1 Redesign

- Approximately 2400 square feet of pool area (current +/- 1000sf)
- Larger bathrooms
- Covered pavilion and shaded lanai area



SOA Pool 1 Redesign



East Gate Reconfiguration

- April 2023, Board approved \$300K from Capital Contributions to complete the preliminary design work for the reconfiguration of the East Gate.
- July 2023, traffic counts being reviewed and surveys ordered to confirm land ownership and utility locations that will be needed for reconfiguration.
- September 2023, preliminary designs are complete.
- The next steps after reviewing comments received from SDI and the community are to begin developing construction documents to determine opinions on probable costs and feasibility.
- It is important to note that **ANY** plans, ideas, and discussions are **CONCEPTUAL** and there has been no construction, agreements, or funding for construction approved by the SOA; the Subcommittee or the Board of Directors.

Administrative Drive Parcel – Office Complex

- Development Order has been extended to October 2024.
- Project on hold due to building costs.
- Research of alternate drainage plans and building design being reviewed to possibly reduce costs.



Way Finding Sign Redesign -Conceptual-



- SDI is redesigning monument signs.
- Reviewing proposed design to ensure all are consistent.

Newly Approved Projects



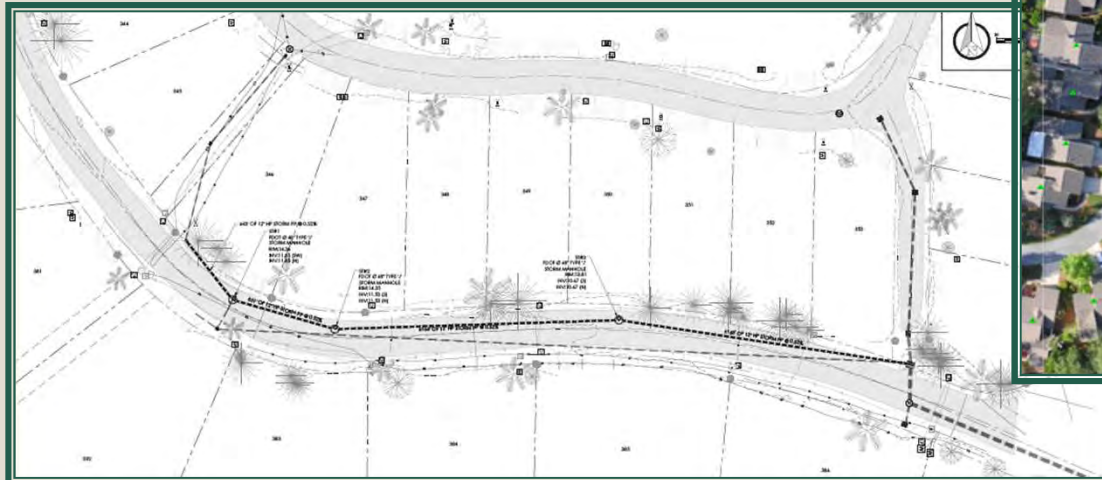
2024 Paving & Drainage

- Maintenance Committee reviewed proposed 2024 paving schedule and recommends L'Atrium, Cove Drive, Raven Run East and Golfview Drive be done, to include the drainage repairs in Golfview.
- Board approved \$821,636 on October 26, 2023.



Golfview Drainage

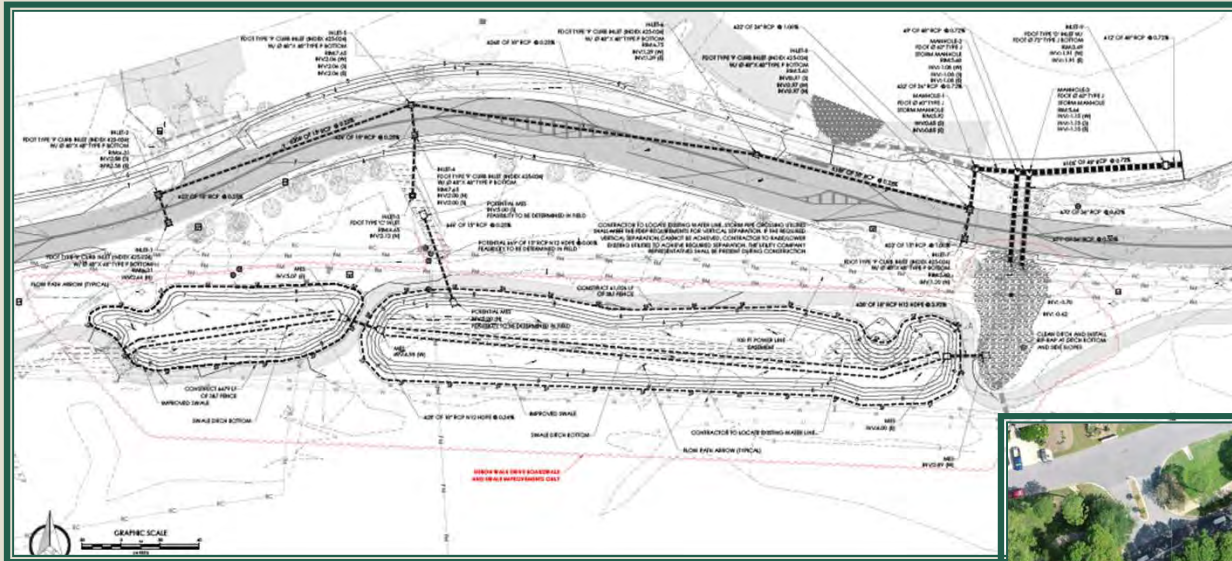
- Golfview Stormwater design and plans done in Feb. 2023 for \$15K
- Project on hold until paving is scheduled for this area
- October 26 - Board approved this project in conjunction with the paving.



Heron Walk Drive - Drainage and Walkway Improvements

- Walton County Development Order has been issued.
- Project is being broken into phases
 - This will allow Development Order to remain in effect
 - Phase I includes improvements being done that won't effect vehicular traffic flow.
- Since February 2023, engineered plans have been completed and bids to complete the work have been reviewed by the Maintenance Committee.
- Board approved \$836,658 on October 26, 2023, paid from Reserves.

Heron Walk Drive - Drainage and Sidewalk Improvements



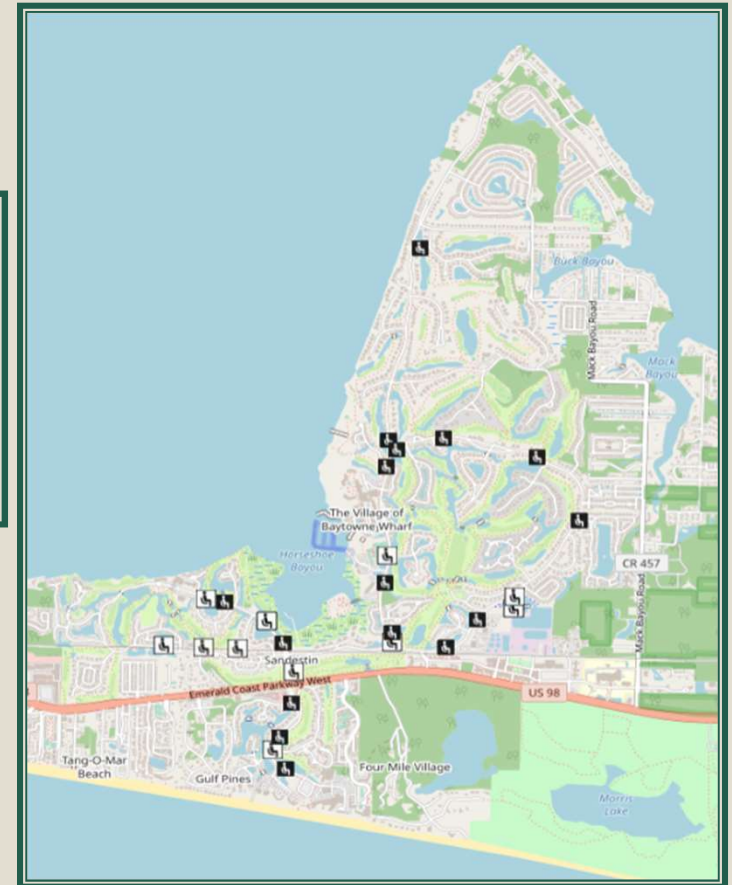
Street Light Upgrade

- Parts to maintain existing lights no longer available.
- Board approved replacement of 249 lights located in the Lakeside District.
- Upgrade will result in estimated \$4K more per month from Operating Budget.
- Currently pending the arrival of street light poles from FL Power & Light.



Bench Sponsorship

- Board reviewed project on October 26.
- Staff will present a process in November for approval.



Completed Projects Update



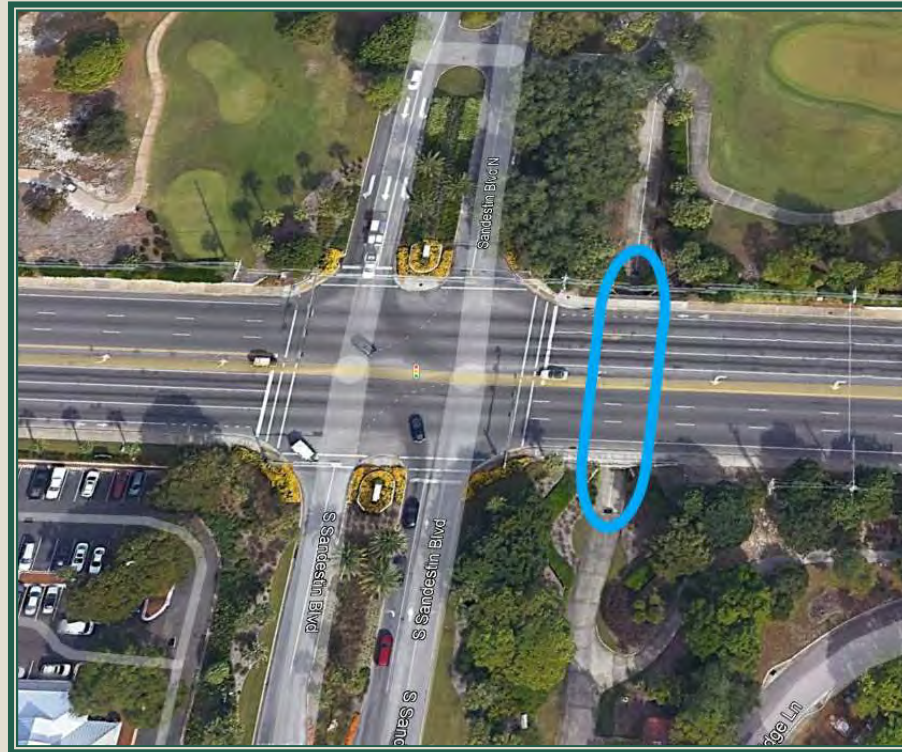
Turnberry Crosswalk Sign

- Board approved the request to purchase a RRFB (Rectangular Rapid Flashing Beacon) to be installed at the intersection of Baytowne Ave. and Turnberry Drive,
- Cost not to exceed \$6,000 from Capital Contributions.



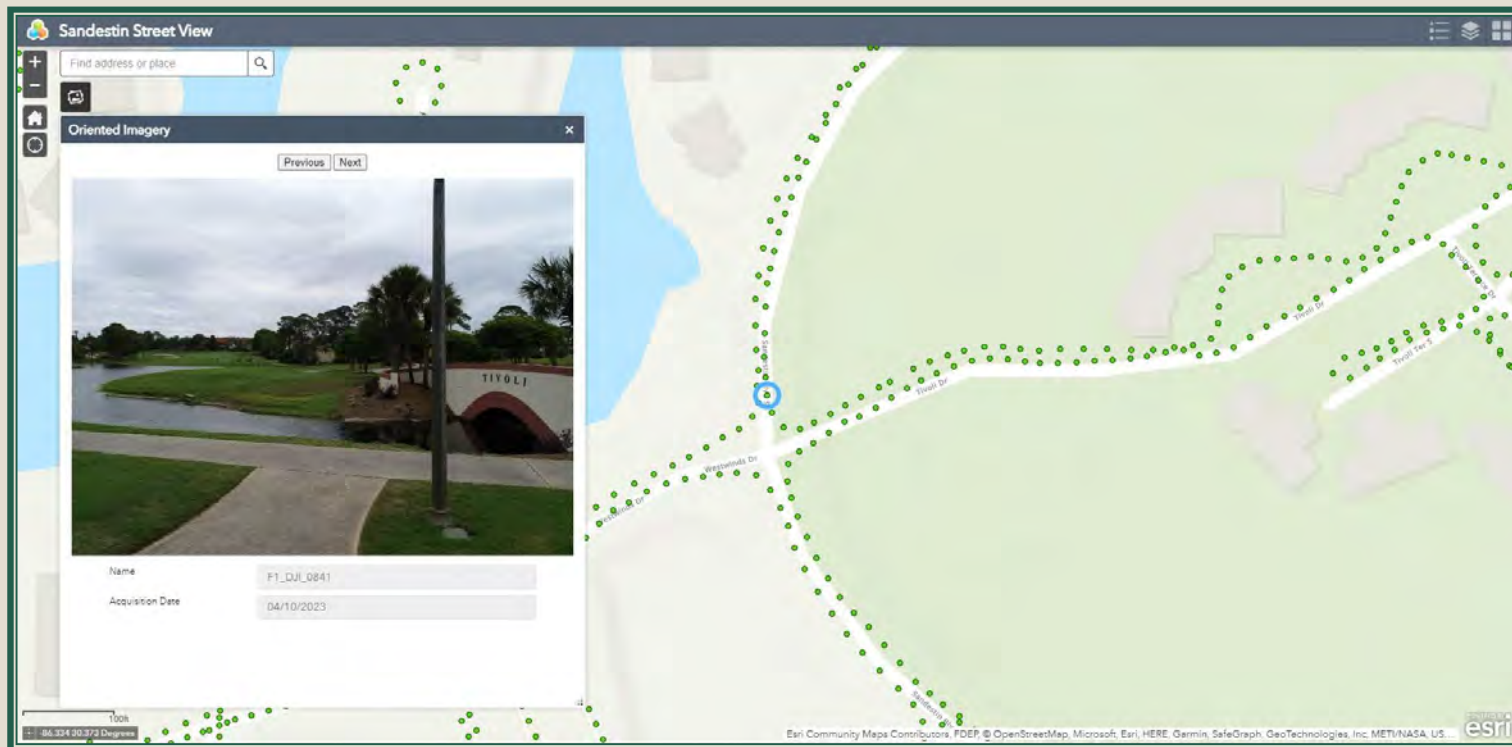
Hwy 98 Tunnel Pipe Liner - 3/2023

- Liner inserted in drainage pipe under Hwy 98
- Paid out of Reserves - \$85K



GIS Oriented Image Catalog

The Board approved \$12,850 from Operating to have image catalog built including existing community conditions of roads, signs, landscaping, etc.



SOA Admin Drive Fencing

- 550 feet of fence and screen installed on SOA Admin parcel for sanitation and maintenance fleet vehicles, prevent liabilities due to public access and safely store SOA equipment.
- \$31,500 from Capital Reserves



Landscape Revitalization Program - Phase I

- Board approved \$100,000 from Capital Reserves to establish a landscape revitalization program at common area locations within the Property.
- Russell Landscape began planting along Baytowne Ave.



SOX - Shoreline Stabilization (Demo)

- The Board approved the request to allow SKS Aquatic and Land Management to install a 100' section of Sox as an alternative to a seawall.
- A complete photo gallery of demo is available on sandestinowners.com



Reclaimed Water Pump

The Board approved \$1,972,168 from Capital Reserve to design a system to pump reclaim water to four of the SOA's five pump stations and a booster station to aid pressure. This new system will help us preserve ground water, a natural resource.



St. Andrews Drainage Repair

- Due to the failure of an aging corrugated metal pipe being deformed as a result of age, the existing 18” drainage pipe that carries water under St. Andrews Dr. was trapping soil and other debris and impeding stormwater flow.
- Board approved \$29,837 from Reserves to install a new 15” smooth wall pipe.



Security Cameras Software Upgrade

- System upgraded - will soon utilize Artificial Intelligence (AI)
- Cost of \$17,202.24 from Capital Contributions
- Allows Security to search footage based on specific criteria
 - IE: color of vehicle, plate number, etc.
- Server installed and software is syncing with the cameras
- Training for staff will occur once all is complete.

Administration Notes



Change to FL Statute 720 - Fine Hearing Committee

- Effective Oct. 1, 2023, FL Statute 720 requires that a Fine Committee approve any proposed fine prior to it being imposed.
- New SOA Fine Committee was ratified by the Board in September 2023.
- Meetings are scheduled the first and third Monday of each month.
- If you, or your guest, tenant, invitee, etc., receive a citation or violation that has a proposed fine, you will be sent a notice of the hearing date, with a minimum of a 14 day notice.
- Violator and/or parcel owner may attend the hearing.
- Following the hearing, the Committee's decision will be sent in writing to the recipient of the violation, copied to the parcel owner, if applicable.
- As a reminder, if the a guest, invitee, or tenant does not pay a fine, it will be passed on to the parcel owner.

Numerical Address Display Requirements

- County Ordinance requires all homes and businesses to display the numerical address so it may be readily visible from the street for first responders.
- ARB Guidelines require compliance with the County Ordinance.
- Recently, SWFD was not able to locate the address when responding to a recent fire in Sandestin. Without the smoke, their arrival would have been further delayed.
- Unlike most municipalities, the numbering sequence in Sandestin is different, thus making it difficult for responders to locate an emergency in a timely manner
- Please inspect your home or community and make sure the numerical addresses are clearly visible from the street at all times of the day and night.
- Share this important message with the owners within your HOA/COA.

Recent Changes to Golf Cart Policy

- The Board approved changes to the Golf Cart Policy to implement a \$100 registration fee for each golf cart. (new and renewal)
- Units owned by an LLC, Trust, Estate or other similar entities may register 2 carts, unless the person requesting to register the cart already has 2 carts registered in their name at another Sandestin Property.
- Proof of Insurance coverage must be in the cart owner's name.
- Rental golf carts on Property are prohibited; rental includes advertising or providing the use of a cart at a rental unit for additional fees.
- Update to fine language per revision to the FL Statute 720.

Golf Cart Renewal 2024

- Renewal will begin in December (current decals expire Dec. 31, 2023)
 - Forms will be sent via the Weekly Email
- SOA will allow a 6 month window for renewals before citations are issued for expired decals.
- A Registration Fee of \$100 per cart will be charged. (2 year renewal)
- Parking Authorization Form will be required (if applicable per HOA/COA)
- New golf cart access decal issued for the golf cart gate. (replacing barcode)
- Notice of renewal and policy changes, including the registration fee, will be sent via postcard.



SOA 27th Annual White Lights

Neighborhood entryways will compete to win
a cash prize and bragging rights!

A “touch of color” is welcome – which means most lights should be white
with a “touch of color” in your overall décor.

Registration forms and more details will be sent in early November.



Stay Informed!

■ Weekly Email

- Register for an account at www.sandestinowners.com
- Opt-in to receive weekly email newsletter
- Opt-in to receive text message alerts
- This registration also provides access to the SOA meeting minutes, financials records, and on-line Owner directory.

■ Text Messages

- Text “soatext” to 850-220-2050
- Reply with your last name and Sandestin address to register.

Please share this with the owners within your HOA/COA.

Stay Informed!

SOA Social Media and Informational Videos

- YouTube - @sandestinowners
- TikTok - @soa_psa
- Instagram - sandestinowners
- Facebook - Sandestin Owners Association, Inc - SOA
- View “Tom Talks” appearing periodically in the Blast Email and on the SOA Website

Email SOA questions and topic ideas to soa@soaowners.com

Get Involved!

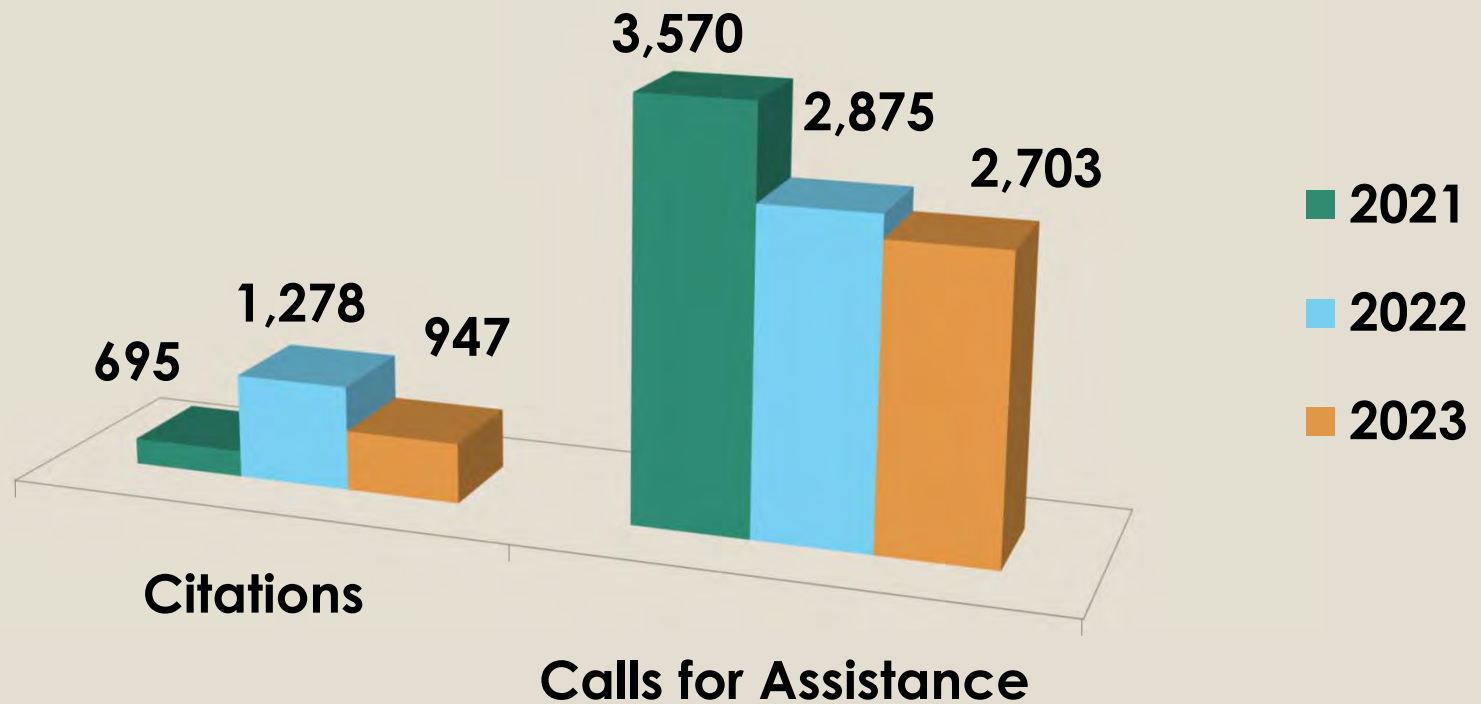
- SOA Committees need you!
- Be on the look out for the notice of 2024 Committee sign ups
- Applications will be available in November and December.

Please share this with the owners within your HOA/COA

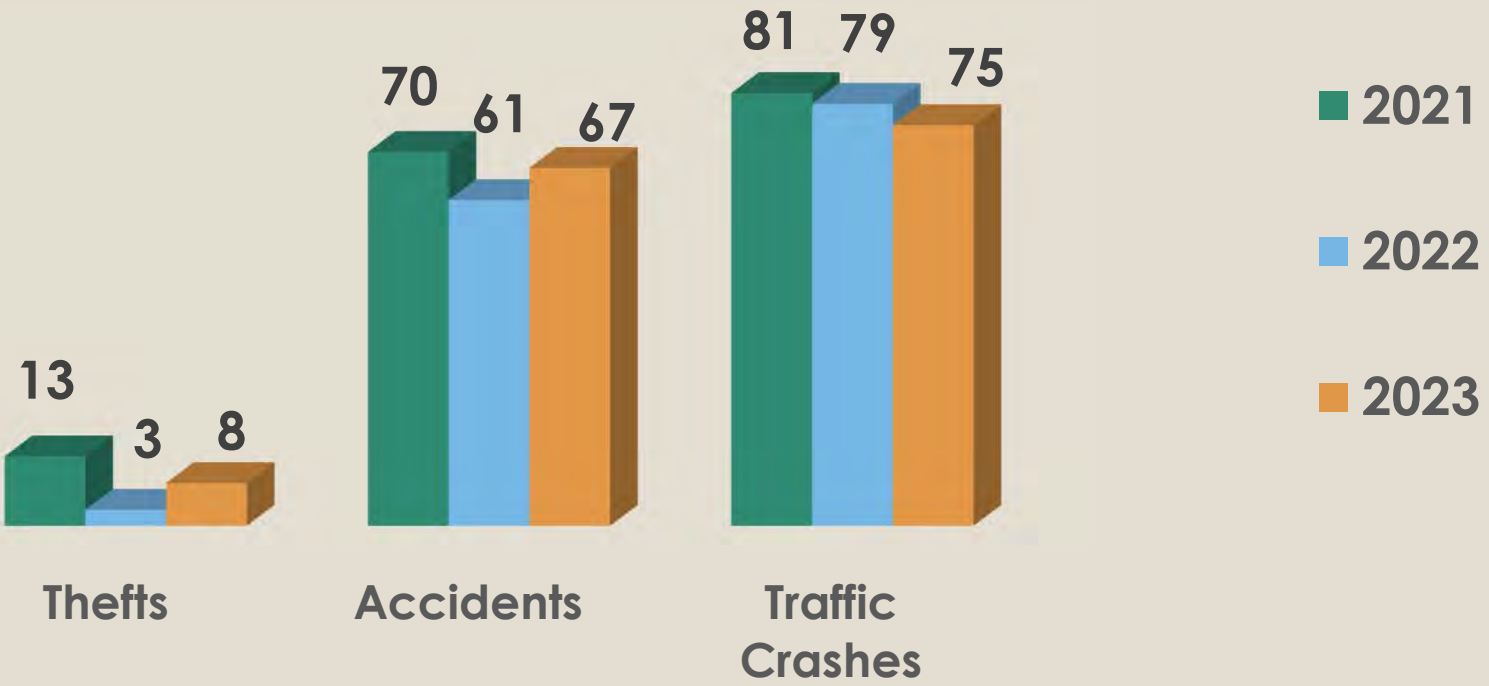
Security Department Statistics



Security Statistics Jan. thru Sept.

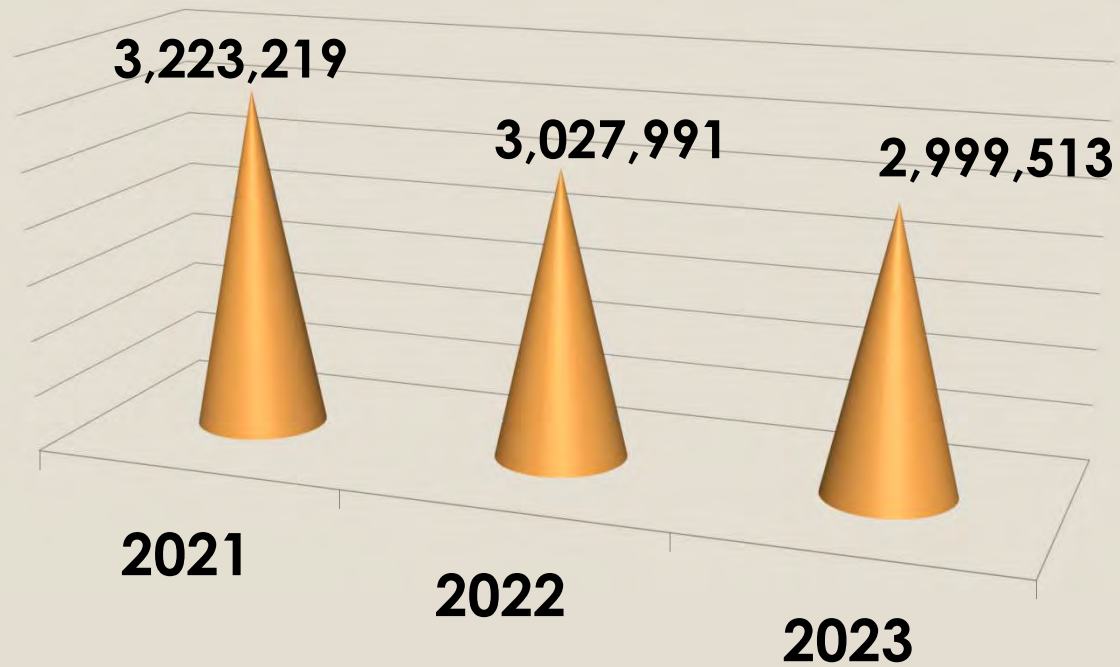


Security Statistics Jan. thru Sept.



Security Statistics Jan. thru Sept.

Traffic Count

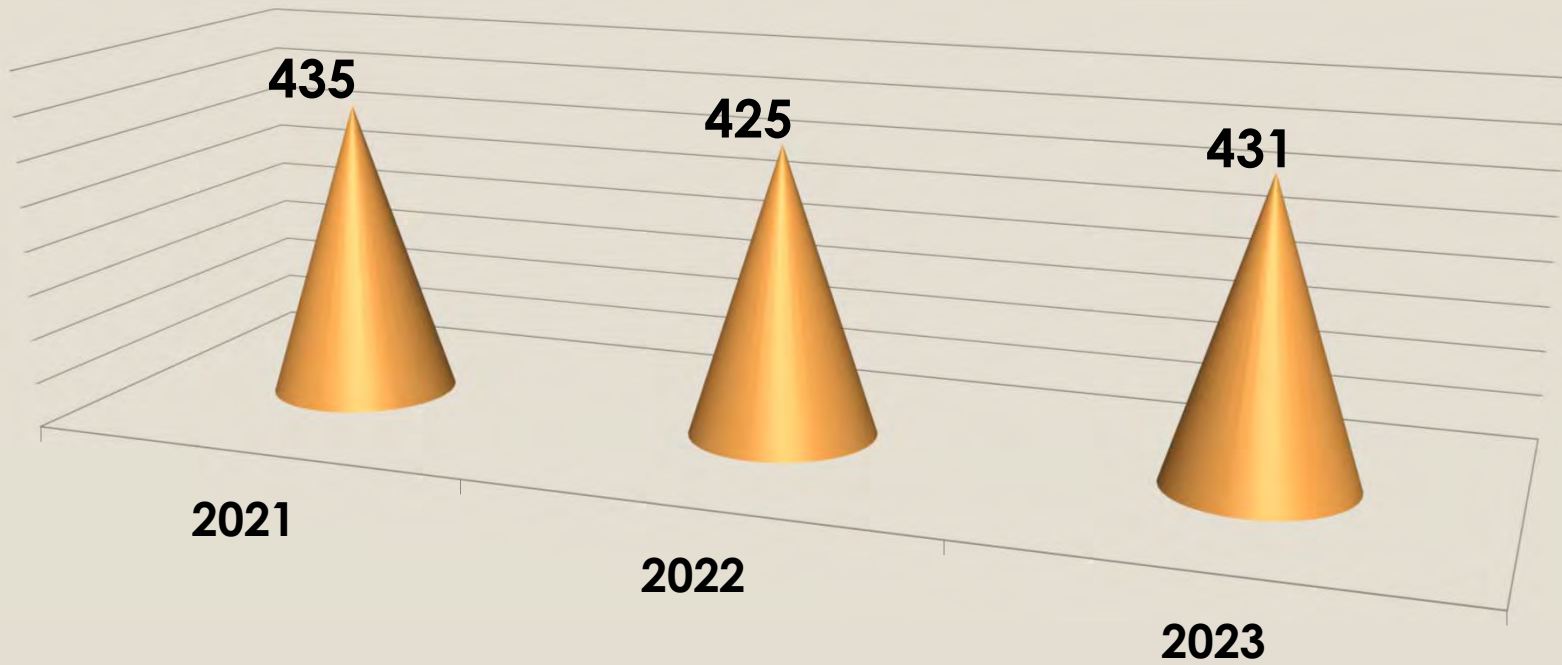


Architectural Review Board Statistics

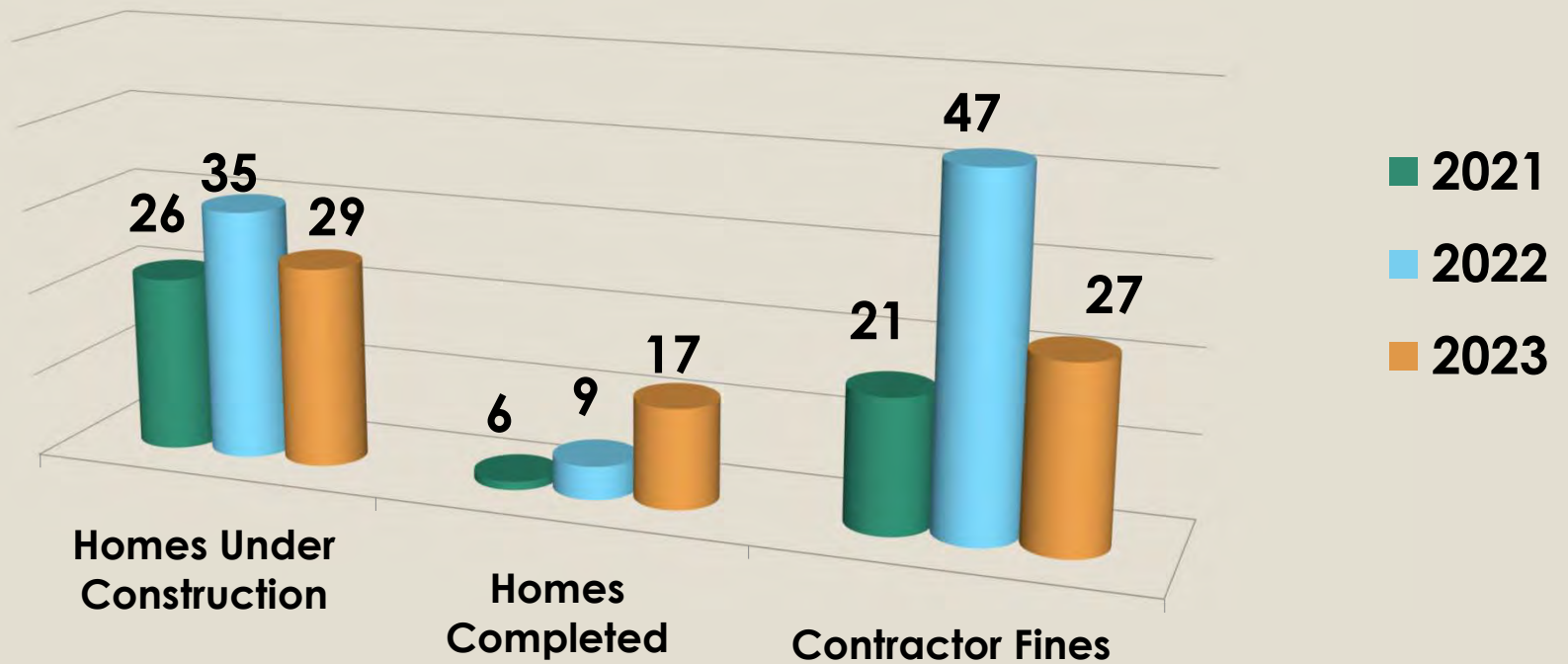


ARB Statistics Jan. thru Sept.

Total Submittals



ARB Statistics Jan. thru Sept.



Financial Summary as of 9.30.23

Jennifer Bailey
Director of Finance



Balance Sheet (9/30/2023)

Assets

Cash & Equiv.	6,466
Investments	8,834
A/R	61
A/R allowance	<u>(24)</u>
Total Current Assets	15,337
Fixed Assets	6,333
Other Assets	97
Operating Lease –Right of Use	<u>1,377</u>
Total Long Term	<u>7,807</u>
Total Assets	23,144

Liabilities & Fund Balances

A/P	212
ARB Deposits	545
Deferred Revenue	1,235
Operating Lease Liabilities	<u>1,388</u>
Total Liabilities	3,382
Reserve Fund	4,296
Capital Fund	6,608
Emergency Fund	<u>2,226</u>
Total Funds	13,131
Operating Equity	<u>6,631</u>
Total Liab. & Equity	23,144

Income Statement

	2023 <u>Budget</u>	2023 <u>Forecast</u>	<u>Var +/-(-)</u>
Revenue	\$ 10,994,214	\$ 11,102,390	\$ 108,176
Expense	10,891,818	11,097,190	(205,373)
Net Rev over Expense	102,396	5,200	(97,197)
Fixed Asset Reserve	450,000	450,000	-
Fixed Asset (Gain)/Loss	-	(32,144)	(32,144)
Unrealized (Gain)/Loss	-	(2,059)	(2,059)
Total Reserves	450,000	415,797	34,203
Net Revenue over Expense After Reserves	(347,604)	(410,597)	(62,994)
Depreciation Addback	347,937	429,339	81,402
Net Rev Over Expenses After Res & Depr	\$ 333	\$ 18,741	\$ 18,408

2024 OPERATING BUDGET SUMMARY

2024 BUDGET HIGHLIGHTS

- Assessment increased by 6.3%
- COX cable pass thru charges increase to \$271
- Addition of Golf Cart Registration Fees
- Irrigation Billing Increase
- 5% Increase in Beach Cleaning
- Statewide increases in Health and Liability Insurance
- Reserve Funding increased to \$700,000

2024 BUDGET COMPARATIVE

		2024 Budget		2023 Budget	Var +/-(-)
Revenue	\$	11,955,490	\$	10,994,214	\$ 961,276
Expense		11,760,002		10,891,820	(868,184)
Net Revenue over Expense After Operations		195,488		102,396	93,092
Fixed Asset Reserve		700,000		450,000	(250,000)
Depreciation Cash Flow Adjustment		(500,427)		(347,937)	152,490
Net Rev Over Expenses After Res & Depr	\$	(4,085)	\$	333	\$ (4,418)

2024 ASSESSMENTS

\$1,518 annually per RDU
\$759 annually per Lot

Residential & Lot RDU's (Res — 4,562 & Lots - 52)	\$ 6,964,584
Commercial RDU (1,610 Units)	<u>2,443,980</u>
Total Assessment Revenue	\$ 9,408,564

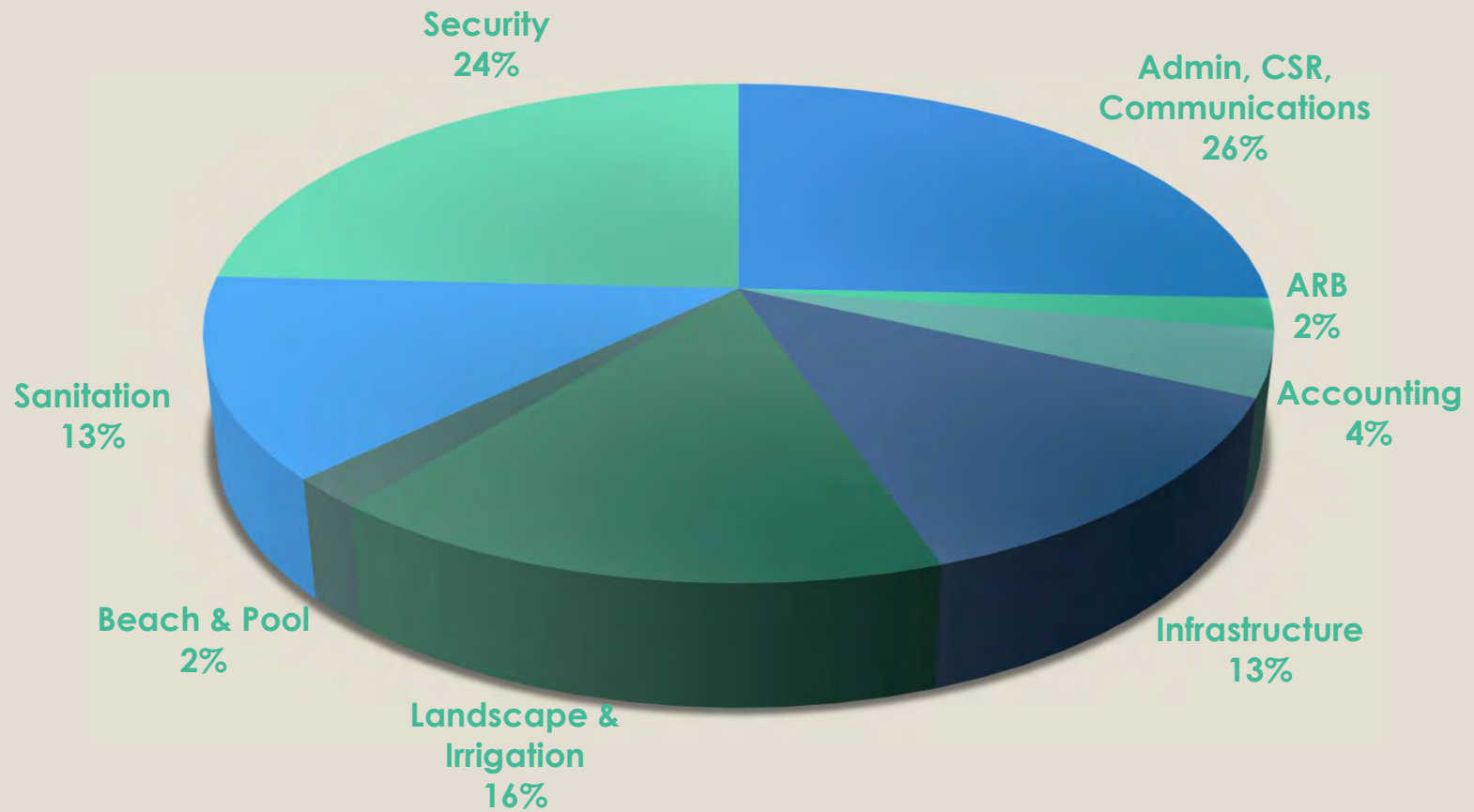
2024 BUDGET REVENUE

	2024 Budget	2023 Budget	Variance Fav/(Unfav)	Comment
Assessments	\$ 9,408,564	\$ 8,836,464	\$572,100	6.3% increase
Discount	(78,057)	(75,403)	(2,654)	
Administration	492,940	223,550	269,390	Golf Cart Decal
Cable	1,192,129	1,160,824	31,305	2% Increase
ARB	35,000	35,000	-	
Accounting	117,000	110,500	6,500	Estoppel Fees
Landscape & Irrigation	335,573	259,822	75,751	Revised billing
Beach & Pool	54,341	58,308	(3,967)	
Sanitation	394,500	380,649	13,851	WM credit increase
Security	3,500	4,500	(1,000)	2 events sunsetted
Total Revenue	\$ 11,955,490	\$ 10,994,214	\$ 961,276	

2024 BUDGET EXPENSES

	2024		2023		Variance	
	Bud		Bud		Fav/(Unfav)	Comment
Administration	\$	2,706,885	\$	2,277,239	\$ (429,646)	Comp., insurance, reserves
Cable		1,192,129		1,160,824	(31,305)	Contract
ARB		213,067		201,614	(11,453)	Comp.
Accounting		450,821		434,279	(16,542)	Comp.
Infrastructure		1,368,062		1,213,860	(154,202)	Comp., Drainage
Landscape & Irrigation		1,694,259		1,510,453	(183,806)	Contract, chemicals, revitalization
Beach & Pool		208,298		202,922	(5,376)	
Sanitation		1,367,701		1,306,122	(61,579)	Comp., fuel, WM
Security		2,558,779		2,584,505	25,726	Comp.
Total Expense	\$	11,760,002	\$	10,891,818	\$ (868,184)	

2024 BUDGET EXPENSES BY DEPARTMENT



RESERVE FUND (\$k)

Reserves at beginning of 2023	4,321
2023 Transfer from Operating	450
2023 expenses (f/c)	(629)
Expected 2023 year end balance	4,142
2024 Transfer from Operating	700
2024 expected expense	(873)
Expected 2024 year end balance	3,969
"Fully funded" balance per Reserve Study	6,986
% coverage	57%

CAPITAL FUND (\$k)

Capital at beginning of 2023	5,615
2023 income from Property Sales (f/c)	2,092
2023 expenses (f/c)	<u>(1,011)</u>
Expected 2023 year end balance	5,948
2024 expected income	1,000
2024 possible expense	<u>(2,450)</u>
Expected 2024 year end balance	4,498

2024 BUDGET RECAP

Assessment Revenue, Net (\$79k) Discount	\$9,330,507
Other Revenue	<u>2,624,983</u>
Total Revenue	11,955,490
Operating Expenses	<u>11,760,002</u>
Net Rev Over/(Under) Expense After Operations	195,488
Reserves	700,000
Depreciation Cash Flow Adjustment	<u>(500,427)</u>
Net Rev Over/(Under) Exp After Ops, Res & Depr	\$(4,085)

Vote Results

- Proposal 1 - Passed
- Proposal 2 - Passed
- Proposal 3 - Passed
- Proposal 4 - Passed
- Board of Directors Election Results
 - Candidate Elects:
 - Jeff Kelley
 - Kay Losson

Next Meeting

Based on poll at last meeting, unless there are proposals to be considered, there will be a virtual “Town Hall” meeting in February to provide an Operations update and review the 2023 audit report.

Next Regular Advisory Board Meeting
Tentatively - October 25, 2024