SANDY CREEK AIRPARK OWNER'S ASSOCIATION, INC.
2022 ANNUAL OWNER'S MEETING MINUTES
November 19th, 2022

The Annual Owners meeting for Sandy Creek Airpark Owner's Association, Inc. was held on November 19, 2022 at the Burg Management office located at 2827 Joan Ave Suite B, Panama City Beach, 32408 at 9:00am. Owners were also provided call in information to attend via conference call.

I. **Call to Order:** The meeting was called to order at 9:02 a.m. with Board members Patrick D'Isernia, Luke D'Isernia attending in-person and Mark Dorsten and Kevin Cruson present via conference call. Tammy Mallory and Patrick Harvey from Burg Management was also in attendance and recorded the minutes. Owner's present in-person were Norman Summers, Jeff and Susie Shepard, Richard and Kathryn Turner. Don Boyd (potential buyer) was also present as an observer. Via conference call in attendance were Joel Smith, Raymond Hundrieser, Myron Oakley, and Ron Dubin.

II. **Quorum Certification:** A Quorum was established with the voting members representing 34 lots were present which exceeds the 30% required by Florida State Statue.

III. **Proof of Notice:** Management confirmed that notice of the Annual meeting was mailed to owners with proper notice in accordance with Florida State Statues and the Association By-Laws.

IV. **Approval of Previous Board Meeting Minutes:** Due to the length of the 2021 minutes, the Board was emailed these in advance of the meeting. By consensus, the previous annual meeting minutes were approved.

V. **Presentation of Candidates/ Floor Nominations:** On October 24th, 2022, the Sandy Creek Nomination committee meet and nominated Patrick D'Isernia, Kevin Cruson and Mark Dorsten to the Ballot for this Annual Meeting. Norman Summers motioned to nominated Jeff Shepard to the ballot for the Board of Directors. Jeff Shepard motioned to nominate Norman Summers to the ballot for the Board of Directors.

VI. **Election of New Board Members:** Mr. Don Boyd and Mr. Turner volunteered as election officials and counted the ballots. The results were that Patrick D'Isernia, Kevin Cruson and Mark Dorsten were reelected to 3-year terms. The results of the election were as follows: Patrick D'Isernia (30 votes), Kevin Cruson (32 votes), Mark Dorsten (30 votes), Norman Summers (4 votes), Jeff Shepard (3 votes).

VII. **New Business:**

a. **New ARC Application Review Process-**
   - In an effort standardize the ARC review standards and increase transparency. The Board reaffirmed that VBA Design will be the third-party reviewer of ARC applications going forward. This will allow the review to be unbiased and thoroughly conducted by a professional firm. For such services VBA charges a standard review fee paid directly to them. They will return a recommendation to the Board for final approval of applications.

b. **Maintenance-**
   - Earlier in the year, the Board authorized approximately $20,000 in funds for various projects in the community such as rebuilding of the clubhouse, repair of the hole in the road on Parkway, and runway drainage culverts. Mark Dorsten gave an update in the status of those project. Lot 48 culvert to begin after Thanksgiving.
   - Patrick Harvey (CAM) gave a report about the gate service call we had earlier this year. We conducted a factory reset of the receiver and programmed 20 new remotes. Burg Management is holding the remainder of those remotes. Quality Gates also restored the welp feature on the gate for emergency services. Patrick has provided the Board with a proposal for quarterly gate maintenance with no action taken.
   - For the clubhouse, Mark will be seeking approval for the funds to paint the clubhouse and install the new fascia and soffits. Mark also solicited paint color recommendations. Patrick will prepare to survey to select the paint color. Potential options are white, battleship grey (previous color) or a light green.

c. **Invitee Policy-**

- Patrick Harvey gave a report about the continued enforcement of the Invitee Policy in the Community Wide Standards. The Board reaffirmed they would like to continue to enforce that provision including the $500 fee/guest, Certificate of Insurance and copy for pilot's license. Burg Management will apply and collect the user fee to the owner's account in which the guest is operating out of. Burg Management will hold electronic copies of the other required documents. Compliance will be tracked via excel sheet maintained by the CAM and posted in TownSq. There was discussion on specific aspects of the invitee policy., such as should this apply to only operation planes, or any plane.

d. **Commercial Operations-**

- There was discussion from owners about unwanted commercial activity occurring in the community. Those owners felt that flight instruction and private venue rentals were taking place against the declarations and causing unwanted activity in the community as well as increase wear and tear of the facilities of the Association. The CAM will continue to monitor complaints from owners as well as identify the specifically identified commercial tracts in the declarations.

e. **Revitalization of the Community Wide Standards-**

- The Board has previously expressed interest in revitalizing the Community Wide Standards to reflect the revitalization of the other Governing Documents in 2021. That would also be a good opportunity to make the standards reflect the current needs of the community as well as update and clarify the Invitee Policy and new ARC Application process.

VIII. Adjournment: With no further business, the meeting was adjourned at 10:10 a.m.

Respectfully Submitted,

Patrick Harvey
Association Manager

*Organizational Meeting Minutes recorded separately.