

**“NOTICE OF and AGENDA FOR”**

**SEPO BOARD (SPECIAL) MEETING**

**Friday, June 10, 2022 @ 1 PM**

**“Virtual” Meeting: Google Meet**

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You can log into Google Meet at 12:45 PM with this link: <https://meet.google.com/jvt-peks-rsj>

If needed, please use this code – [jvt-peks-rsj](#) – to gain access on your Smart Device or Computer.

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**1. Call to Order –**

**2. Google Meet Recording –**

*Announce this meeting is being recorded via Google Meet.*

**3. SEPO Board Roll Call –**

Share Nelson

Lenore Combs

Mark Owen

Larry Keller

Beth Parrish

Jean Burgoine

Randy Davis

**4. Verify the Meeting Notice and Agenda were made available to the community by the required day/time.**

**5. NEW BUSINESS –**

**a. Beth – 2022 GNDGT Report to the Board.**

Formal approval of report by the Board.

<https://onedrive.live.com/?cid=62887630127D34B0&id=62887630127D34B0%21268910&parId=62887630127D34B0%21268909&o=OneUp>

**b. Proposed Policies & Procedures Updates –**

**i. Beth – Fix hyperlink error in ‘Renters’ Section (Attachment 1)**

**ii. Share/Beth – Add ‘Sunshine Clubs/Groups Guidelines’ Section (Attachment 2)**

Guidelines concerning Membership and Monetary requirements of Sunshine Clubs/Groups

**iii. Share – Revise ‘Property and Yard Maintenance’ Section (Attachment 3)**

Expand violation notice delivery methods and change timeline for resolution.

**6. ADJOURNMENT –**

Motion & Vote to Adjourn, Announce time of Adjournment, Stop Google Meet session.

## ATTACHMENTS

1. **Attachment 1 -**  
**Hyperlink error in 'Renters' Section**

**POLICIES AND PROCEDURES (Current: dated 04-21-2022)**

**RENTERS**

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Homeowners are responsible for providing copies of the By-Laws, Covenants and Policies & Procedures to their renters. There are available on our Web site here (<https://www.sunshinecountryclub.com/seporules>).

**POLICIES AND PROCEDURES (Proposed: dated 06-10-2022)**

**RENTERS**

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Homeowners are responsible for providing copies of the By-Laws, Covenants and Policies & Procedures to their renters. There are available on our Web site here (<https://www.sunshinecountryclub.com/seporules>).

2. **Attachment 2 -**  
**Addition of Sunshine Club/Group Guidelines**

**POLICIES AND PROCEDURES (Proposed: dated 06-10-2022)**

**SUNSHINE CLUBS/GROUPS GUIDELINES**

Sunshine Estates Property Owners, Inc. is a non-profit corporation. As such, all clubs, groups, or other organizations existing and approved by SEPO must also be strictly non-profit.

**To establish guidelines for groups wishing to form a Sunshine Club, the following is required:**

1. Membership must be open to all residents/renters.
2. Invitation to non-residents/renters to participate in the Club must be approved by SEPO.
  - i. If approved, residents/renters always have priority pertaining to club activities.
  - ii. Guest speakers are not required to be approved by SEPO.
3. No dues or membership fees can be required to participate in a club.
4. There can be no monetary association with outside businesses.
5. Any money collected from resident/renter club members can only be used to cover the cost of equipment and supplies used during club activities. No profit can be made by anyone.
6. Scheduling of "fundraising" events that will take place within Sunshine Country Club Estates for the purchase of the club's equipment or supplies must be approved in advance by SEPO.
7. Any bank accounts established for the club must be in non-interest-bearing accounts.

**3. Attachment 3 -****Expand violation notice delivery methods and change timeline for resolution.****POLICIES AND PROCEDURES (Current: dated 04-21-2022)****PROPERTY AND YARD MAINTENANCE**

1. It is the responsibility of all property owners to see that their property or yard is maintained, mowed, and trimmed AT ALL TIMES. If it becomes necessary for SEPO to care for an owner's property at any time, a service fee of \$50.00 for mowing and \$75.00 for weeding of non-grass yards will be made each time such services are performed. There will be a service fee of \$75.00 per incident to pick up fruit that has fallen from your fruit tree onto any Owner's property or the street. Owners will be notified via e-mail ten (10) days before the SEPO services are scheduled, to allow owners to correct the issue themselves. All owners must furnish SEPO office personnel with up-to-date information as to who is responsible for their property during the owner's absence

**POLICIES AND PROCEDURES (Proposed changes: dated 06-10-2022)****PROPERTY AND YARD MAINTENANCE**

1. It is the responsibility of all property owners to see that their property or yard is maintained, mowed, and trimmed AT ALL TIMES. If it becomes necessary for SEPO to care for an owner's property at any time, a service fee of \$50.00 for mowing and \$75.00 for ~~weeding~~ **weed removal** of non-grass yards will be made each time such services are performed. There will be a service fee of \$75.00 per incident to pick up fruit that has fallen from your fruit tree onto any Owner's property or the street. Owners ~~will~~**must** be notified **in writing and may be served by handing the notice to the owner of the premises or by sending it via e-mail-ten (10, regular mail, or by posting the notice on or near the front door of the resident building at the property location. Owners will be given seven (7) days from the date of said notice to bring the premises into compliance** before the SEPO services are scheduled, ~~to allow owners to correct the issue themselves~~. All owners must furnish SEPO office personnel with up-to-date information as to who is responsible for their property during the owner's absence.
2. It is a violation of SEPO rules to throw vegetation or refuse into the streets.
3. All owners desiring to extend their ground care to walkways, utilizing any type of trim enhancement, must have permission from the SEPO Board. The property owners will be asked to sign a release stating if it becomes necessary to use this area with heavy equipment and the two feet of property they are maintaining becomes damaged, they are aware this is SEPO property and there will be no recourse for any damage that may have occurred.
4. No placement of any type of enhancement on the golf course area (flagpole, bird house, tree, shrub, flower, etc.) is allowed without approval of the SEPO Board.
5. In order to control water pressure for the golf course, owners are prohibited from watering their own yards using Resaca water between the hours of 7 p.m. and 7 a.m. Noncompliance may result in the capping off of the Resaca water to their property.

**POLICIES AND PROCEDURES (Proposed final: dated 06-10-2022)****PROPERTY AND YARD MAINTENANCE**

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