



February 26, 2026, Board of Directors Special Meeting Minutes

Call to Order	President S Pettigrew called meeting to order at 4:03pm
Location	Clubhouse
Roll Call	Present: Susan Pettigrew, Peter Ritchie, Craig Landgren, David Stephenson, Andy Shankland, John Mastrantonio, Camille Robinson LCAM On Zoom: Cathy Stalioraitis Clubhouse: 7 homeowners on zoom – approx. 20 in clubhouse
Approve Previous Minutes	Motion by P Ritchie, 2 nd by C Landgren to approve minutes of previous meetings held January 20, 2026, and February 4, 2026. Passed 7-0

Board of Director Reports:

Presidents Report

Board of Directors: A Call to Service The second notice for the Annual General Meeting (AGM) will be distributed shortly. We currently have **4 vacancies** on the Board. I want to emphasize that it is not too late to apply even if you missed the initial deadline. **The Stakes:** We require a minimum of 5 Directors to function. If we fall short, the State may take over the management of the park. This would result in significant, unknown costs and mandatory increases in monthly maintenance fees. **What Makes a Great Board Member?** I recently revisited a document from 4 years ago that inspired me to join this Board. While knowledge of laws or finances is an asset, the right **mindset** is often more important than a specific resume. We are looking for neighbors who possess:

1. A genuine passion for our community.
2. A commitment to attending and preparing for meetings.
3. A willingness to serve on committees and steward our resources.
4. The ability to express an independent opinion while remaining supportive of the team.
5. A "can-do" work ethic that outweighs "vast knowledge."

How to Join: You can still submit a letter of interest or be nominated from the floor at the AGM. Please remember you are applying for a **Seat**, not a specific position (the new Board determines internal roles like President or Secretary after the election). If you're interested, please chat with me or any current Board member. **We need you.**

Substantial Damage Status and Park Future During the "New Business" portion of today's agenda (Item #3), we will share data regarding our current reality based on Pinellas County public records as of February 17th. **A Reminder:** Please leverage the assistance programs Camille has shared. There is funding available specifically for primary residents (homesteaders). Please check the Pinellas County website for eligibility and descriptions.



Important Dates & Announcements

- **Vendor Update:** Glidden Air Conditioning (727-546-4343) is back in Sea Horse Park & under new ownership. They are currently in their off-season, offering better availability and pricing on mini splits. Flyers are available in the clubhouse or call them direct.
- **40th Anniversary:** Based on our formation date of February 18, 1986, Sea Horse Park is officially celebrating its **40th Anniversary!** The Social Committee will share details on tomorrow night's celebration shortly.
- **Annual General Meeting (AGM):** Scheduled for **Wednesday, March 25th at 7:00 PM** in the Clubhouse via Zoom. There are currently no items requiring a community-wide vote unless determined otherwise during today's session.

Closing Thoughts While we await further guidance from Pinellas County regarding the long-term future of the park, our focus remains on stability and community spirit. Please consider joining the Board and making a tangible difference for your neighbors.

Treasurer Report

Expenditures

We have received the expenditures that were spent in the month of January. There were the common monthly expenditures that are required monthly with the larger ones being the wages, rubbish contract, sewer/water and lawn maintenance. The remaining ones are the normal funds such as office expenses and so on.

Link on Website: [2026-Profit and Loss Budget Comparison](#)

We did pay the accountant's firm for the forensic auditing of our accounts for 2025 where our QuickBooks account was corrupted, and we needed to get back to January to get proper reporting. These expenses were budgeted for in the Anticipated expenses line item

Major Treasury Concern

Common Fees: This is the most important concept for the Homeowners Association to survive. We all belong to the HOA, and we are all seeking resolutions towards answers regarding our properties post Hurricane Helene and Milton. Not paying your dues until we get a solution is not the noble and proud way to handle this. Although because of absenteeism from the park has created problems in getting the monthly fees on time, we do have approximately fifteen members late by one month: four members late by two months, two members late by three months and seven members late by six months or more. This, of course, is unprecedented. No matter which routes this park goes in the future, being negligent in our responsibilities as a homeowner is unacceptable. Some of those members that are grossly negligent have their homes or properties up for sale and rely on the Park being in good condition but are refusing to support the community.



Meeting with the Bank

Camille and I have an ongoing relationship with our Synovus bank. However, as reported at earlier meetings, Grow Financial, our credit union that funds our reserve money market account will not deal with Canadians, so Camille and other board members are the only ones that are able to deal with that bank. Therefore, this week Camille has been authorized to move monies from our operational fund and the money market account to purchase CDs for the amount indicated in our Reserve Study and to ensure funds to carry out the business for 2026. As everyone knows, there is practically no interest earned in the money market or operational checking account.

Reserve Study

There is nothing significant regarding the Reserve Study to date and it is my opinion that we only have one major structural component that may falter due to the impact of the hurricane and the flooding and that is the Seawall. It is my belief that we should go forward with maintenance on the Seawall to ensure we do not have a seawall collapse. Of course, we have the funds in place in the reserve account, but it is only items that I believe is a 'must', the remaining items can be deferred or fixed when required.

State of the Funds

- **Reserve Funds** – Our Reserve Funds stand at over \$420,000 and are fully funded. We have four rolling CDs that are offset to ensure that funds are available during an emergency.
- **Operating Funds** – On January 31st, 2026, Sea Horse had \$32,526.16 in the operational checking account As noted, the Reserve Fund allotment for 2025 had been taken out to purchase an additional CD.
- **Total Worth (Assets)** – According to unaudited report from our accounting firm the total asset of the Park is \$1,020,137.62 which I would assume includes our properties.

Sales Director

There are two properties that are in the final sale stage that are expected to be resolved shortly.

No other Director Reports

Association Manager (LCAM)

So effective immediately we will begin enforcing the late fees in PAYHOA. Just a reminder, all payments are due on the 3rd of each month, and the fees will be applied after the 5th of each month.

Hurricane season begins on June 1st, and so now is the time, if you have your property and you have

- Loose shutters, anything loose now is the time to kind of get all of that together.



- If you do not have someone to maintain your property then you can contact the office, and we'll find someone to do it for you, as long as provide the pre-approval and a check for that vendor
- When you get an email from the violations crew, an email from myself or a phone call, please don't take it personally. We're only going by the standards that govern our park.
- If your home has mold on the outside, a lot of things in your driveway and if you're not parking in your paved parking lot, and you're parking on the grass, all of those things are against our standards, so I would ask everyone make sure that you're abiding by our Standards.
- If you see the garbage filled up, don't overflow the garbage up front, because the waste management company charges us extra.
- Also, if you need to look at your accounts, and you want to make sure that you're all up to date send Camille an email or make an appointment

Committee Reports

Social Club: On Friday March 13th, another pancake breakfast. Thanks to Mike and Skip the cooks, it was successful event last time. On March 30th is our Year End Party. Live entertainment by Tom Davis - all are welcome!

Old Business

Sea Wall Maintenance:

The following proposals were reviewed and discussed by J Mastrantonio, Maintenance Director whereby J Mastrantonio recommended Florida Seawall Solutions.

Website Link	Vendor	Proposal Price	Comment
🔗	Florida Seawall Solutions	\$180,000	Provided 3-year Plan \$60,000 over 3 years
🔗	Gibson Marine Construction-Proposal	\$100,000	No 3-year plan
🔗	Olsen Marine Services-Proposal	\$150,000	No 3-Year Plan Owned by Rueban Clarson
🔗	2024-07-19-Jul-Reuben Clarson - Seawall Inspection Report		
Website Link: https://seahorsepark.net/private-maintenance-projects-reports/			

Treasurer D Stephenson confirmed the Reserve Fund has the money to cover this reserve maintenance project. Documents will be uploaded to the website for access by the homeowners.

Motion: Motion by P Ritchie and 2nd by J Mastrantonio that we sign the contract with Florida Seawall Solutions for \$180,000 spread over 3 years after proposal and contract reviewed by the lawyer. Passed 7-0.



Exploring Commercial Realtor estimate

The motion from the last BOD meeting in January was to explore a commercial realtor evaluation of the park value, if there were no costs associated, due to a written request from some HOA owners requesting a commercial appraisal.

Camille was to seek out 3 commercial realtors and provide details to the BOD- only received 1 to date. Legal suggested we interview a couple of realtors and have them do a presentation for the HOA, keep in mind that a majority HOA vote is required to dissolve the HOA and sell. It was suggested not to pay for an appraisal now, by the legal or a qualified appraiser that provided a quote - as interested buyers will request a new appraisal. Recommendation is to defer this to the "Long/Short committee" to explore options - still seeking volunteers (have 1 to date) If interested please contact Camille.

No Motion was taken

Accounts Receivable Status

Overall Status was shared in Treasurer report. There are 2 homeowners over a year of not paying maintenance fees and 3 homeowners are outstanding from the previous work on the power box installs to the homeowner's unit. We will refer to the accounts in arrears to start the collection process according to Florida Statue.

Action: To initiate collection process according to Florida Statue. Camille is assigned the task of providing the required information to move forward, No Motion is required.

New Business

Protocol and Procedure Regarding Removal of Units

Open Discussion on the recent units being torn down and the concerns: reminder of the following guidelines to follow.

- Property Removal & Site Standards: To ensure our park remains beautiful and functional for everyone, please adhere to the following mandatory guidelines when removing or modifying a unit:
- Prior Notification & Coordination: Water Shutoff: You must coordinate with the office at least 48 hours in advance. Water shutoffs affect the entire community; uncoordinated shutoffs are prohibited.
- Approval: No work may begin without a signed Architectural Change Request Form and verified Park approval.
- Site Cleanliness & Maintenance: Debris Removal: Homeowners are responsible for the immediate cleanup of all materials. Park property must be returned to its original condition.
- Silt Fences: While code may require silt fences during demolition, they must be removed within 14-days after by the homeowner.



- Mowing Access: All posts, stakes, and debris must be cleared promptly. If our landscaping crew cannot safely access the lot, the homeowner may be charged for specialized maintenance.
- Permitting: Pinellas County will verify HOA approval before issuing permits. If you haven't cleared it with the office first, your county permit will likely be delayed.

Building New Units Protocol & Requests

Open discussion on type of new builds allowed: regardless of the type of new build, you are planning, whether stick built, modular, manufactured- on site build vs factory build, all require park approval, we are focused on rebuilding and will deal 1-on-1 requests.

- Approval: No work may begin without a signed **Architectural Change Request Form** and verified Park approval.
- Permitting: Pinellas County will verify HOA approval before issuing permits. If you haven't cleared it with the office first, your county permit will likely be delayed.

Sea Horse Park Substantial Damage- status

The county sent the park a letter on January 22nd, 2026, which is out of date, indicating all units are substantially damaged other than the 10 original places. (8 high-rises and 2 non-high rises). and 6 vacant properties, see stats below.

The County requested to have an open session to set up time to offer floor plain permits to the homeowners who are no longer Substantially damaged as a follow up from last year. We pulled the status from Public Records on the Pinellas County Website: as of February 17th, 2026, for Sea Horse Park.

Units	%	Description
20	16%	No longer substantially damaged, this includes the high-rises.
13	11%	In the appeal process or under review.
35	28%	Closed, Withdrawn, or Substantially Damaged.
9	7%	Vacant or the units removed.
46	37%	Nothing done indicating no application in place: Substantially damaged.
123		Total Units

As well the 2 park properties were deemed no longer substantially damaged, although we are still required to get the Flood plain permits, action required.



PAYHOA - Action plan

We were asked by many people to have alternate ways to pay the HOA maintenance fees. There was a soft launch of PAYHOA in July 2025.

The use of manual checks to process at the office are cumbersome and takes a great deal of time to process, we need to move away from accepting manual checks. The LCAM still is required to complete the PAYHOA transaction on your behalf, enter our accounting system to balance the receivables plus manually drive to the bank to deposit checks or money orders. We are encouraging everyone to get on board with the convenience of paying online, whether you choose to set up via your credit card, auto payments from your banks- the manual checks are costly to the community.

Action Plan required by office to migrate as many HOA members as possible to this platform, we will add to the website instructions and link to PAYHOA- for anyone that has not set up, or you can email the office to request. If anyone needs assistance, please contact the office.

Adjust the Minimum Board Directors from 5 to 3

There is a request to adjust the minimum # of board of directors reducing from 5 Directors to 3 Directors, this is to align to the Florida laws. This does not impact the maximum # of board seats which remains at 7.

To modify the Park Bylaws, we need **two thirds of a quorum to vote** – to be determine how we move forward.

Motion: Motion by P Ritchie 2nd by C Landgren to change the by-laws to read 3 minimum Directors from 5 Directors to align to the Bylaws, following an HOA vote. Passed 7-0

Member Open Forum

Assign Date and Time for the next proposed Board of Directors Meeting*:

- BOD Meeting – March 19th, 2026, at 4:00pm, Clubhouse* (*Note new date March 25th prior to the AGM*)
- AGM - Wednesday, March 25th, 2026, at 7:00 pm, Clubhouse

**Note "Meetings are subject to change"*

Adjournment: Motion by P Ritchie 2nd J Mastrantonio to adjourn. Passed 7-0. Meeting adjourned at 5:44pm.

Submitted by: Andy Shankland, Secretary, Board of Directors.
Seahorse Park Homeowners Association, Inc