



NOTICE OF ANNUAL MEMBERSHIP MEETING

NOTICE IS HEREBY GIVEN, that the annual meeting and election of directors of the Grassy Pointe Homeowners Association, Inc. will be held for the purpose of electing Directors and other such business as can lawfully be conducted.

The purpose of this notice is to advise you of the date, time and place of the Annual Membership Meeting, Board Election and to inform you of the process for qualifying for the Board.

Date: November 9, 2023

Time: 7:00 PM

Place: ProActive Property Management
36523 US Hwy 19 N.
Palm Harbor, FL 34684

Zoom Meeting ID: 850 3967 7540 **Passcode:** 365045 **Dial In Number:** +1 309 205 3325

Qualifying for the Board of Directors: If you wish to be a candidate you can give written notice of your intent by completing the enclosed or similar form and submit to ProActive Property Management in enough time to be received by **November 8, 2023**. The application may be submitted by one of the following means: 1. Email to: info@ProActiveFL.com 2. Fax (727) 934-7000 3. Personal delivery 4. Regular U.S. Mail to:

Delivery Address:
ProActive Property Management
36523 US Hwy 19 N
Palm Harbor, FL 34684

Alternatively, nominations for candidates will be accepted from the floor at the meeting.

The following important documents are enclosed in this mailing:

1. Letter from the Board of Directors
2. Agendas
3. Candidate Application
4. 2024 Budget
5. 2024 Assessment Letter
6. Guidelines for New Mailboxes
7. Limited Proxy (Very important, return if you will not be at the meeting.)

It is imperative that you return your proxy if you are unable to attend the meeting as a quorum of the members is needed for the Annual Meeting. Please call our office if you have any questions.

On Behalf of the Board of Directors

Dear Fellow Grassy Pointe Homeowners:

The Board of Directors of Grassy Pointe HOA has enjoyed serving the community in 2023 and those of us who are returning look forward to continuing to improve our community in 2024.

Would you like to participate in the ongoing improvements of our neighborhood? We invite you to consider joining the HOA. Your professionalism and dedication can help us continue to steer our community in the right direction. Below are several opportunities for involvement. Join us in making a positive impact in Grassy Pointe! Open positions for 2024 include:

- One Board Member
- Architectural Review Committee
- Fining Review Committee

We are also open to any good ideas/committees you want to lead!

As you may have noticed, some of this year's projects include: the new pergola and the updated stop signs. We have helped facilitate the community Halloween and Christmas house decorating competitions, which resulted in the majority of the houses in our community being decorated for the holidays and look forward to that again.

As the Board works to improve the common areas, we would like to remind owners the landscaping guidelines state that all landscaping shall be maintained in a first-class, neat and attractive condition and appearance, mowing, watering trimming, fertilizing, weeding, insect control and disease control shall be performed by the owner as reasonably required.

We have included in this packet a notice regarding the Grassy Pointe Mailbox Guidelines. Many owners have already installed the alternative mailbox style and they look great! If you have not already upgraded your mailbox please consider doing so in 2024.

We have also included the proposed budget for 2024 which reflects a \$25 or 4.7% increase in our annual dues. The board felt it was necessary to increase the dues to continue to provide the high-quality level of care to our community that you as homeowners, have come to expect.

We will continue to keep you updated the best we can posting meeting minutes and community updates on the Grassy Pointe HOA website - www.grassypointe.com.

If you have any questions or concerns about community items, do not hesitate to contact our management team - ProActive Property Management at 727-942-4755.

We look forward to seeing you at the year's annual meeting on November 9, 2023 either in person or via zoom. We also look forward to seeing you next year at our quarterly meetings again either in person or via zoom. Meeting details are posted on the [Grassy Pointe website at https://grassypointe.com/hoaboard/2019-hoa-meeting-dates/](https://grassypointe.com/hoaboard/2019-hoa-meeting-dates/).

Thank you for your continued support and dedication to our community as we all work together to make Grassy Pointe as great place to call home.

Grassy Pointe HOA Board of Directors



Grassy Pointe Homeowners Association, Inc. Agendas

November 9, 2023 at 7:00 PM
ProActive Property Management
36523 US Highway 19 N., Palm Harbor, FL 34684

Zoom Meeting ID: 850 3967 7540 **Passcode:** 365045 **Dial In Number:** +1 309 205 3325

Annual Membership Meeting Agenda:

- 1) Call Meeting to Order
- 2) Roll Call
- 3) Verify Quorum
- 4) Proof of Notice of Meeting
- 5) Reading and Disposal of Any Unapproved Minutes
- 6) Report of Officers
- 7) Unfinished Business
- 8) New Business
 - a. Vote to Roll Over Excess Funds
- 9) Election of Directors
- 10) Owner Comments
- 11) Adjournment

Board of Directors Organizational Meeting Agenda:

- 1) Call Meeting to Order
- 2) Verify Quorum
- 3) Proof of Notice of Meeting
- 4) Nominations
- 5) Adjournment



Grassy Pointe Homeowners Association, Inc.

NOTICE OF INTENT TO BE A CANDIDATE FOR THE BOARD OF DIRECTORS

I, (print name) _____, hereby place my name in nomination as a candidate for the Board of Directors. I Understand that I am responsible for the accuracy of the information contained in the information sheet if provided.

Date: _____ Signature: _____

Address: _____

Best Phone Number to Contact You: _____

Please note under chapter 720 of the Florida Statutes, the Homeowners' Association Act a person who is delinquent in the payment of any "fee, fine, or other monetary obligation to the association on the day that he or she could last nominate himself or herself or be nominated for the board may not seek election to the board, and his or her name shall not be listed on the ballot.

2024

Budget for : Grassy Pointe Homeowners Association, Inc.
For The Period of January 1, 2024 Through December 31, 2024

160 Units



	2023	As of July 2023	2024
Revenues			
Assessment Income	84,000	48,475	88,000
Owner Interest Income		17	
Interest Income - Reserve		75	
Total Revenues	84,000	48,567	88,000
Expenses			
Prof. & Administration			
Management Contract	15,215	8,875	15,975
Accounting & Tax Services	745	-	745
Legal & Professional Services	1,000	3,205	2,000
Government Fees	61	-	62
Bank Charges	160	73	-
Coupons		-	800
Insurance - General	4,700	2,294	6,000
Bad Debt Expense	3,000	-	1,828
General Administrative Expense	2,250	725	2,750
Total Prof. & Administration	27,131	15,172	30,160
Grounds			
Landscape Contract	25,140	12,699	23,700
Landscape Extras	4,429	3,950	10,000
Tree Maintenance	3,000	-	4,000
Fertilizer & Weed Abatement		-	2,400
Irrigation Contract		-	1,440
Irrigation Repairs		2,620	4,000
Pond Maint. Contract	4,000	1,160	1,800
Pond Repairs	1,800		1,000
Total Grounds	38,369	20,430	48,340
Utilities			
Electricity	500	236	500
Water & Sewer	2,000	701	2,000
Total Utilities	2,500	937	2,500
Infrastructure			
General Repairs & Maintenance	14,000	1,726	5,000
Total Utilities	14,000	1,726	5,000
Total Exp/Less Reserves	82,000	53,436	86,000
Voluntary Reserves			
Reserve - Deferred	2,000	1,167	2,000
Total Voluntary Reserves	2,000	1,167	2,000
Total Expenses	84,000	54,603	88,000
Net Income	-	(6,036)	-

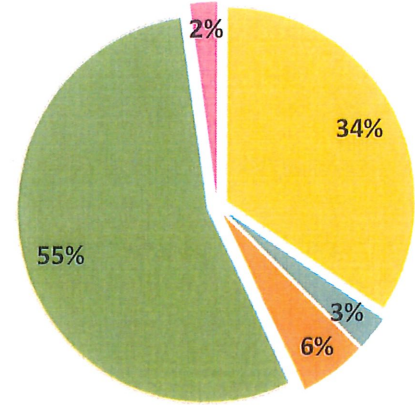
2024 Assessments		# Units: 160	
Operating	Reserve	Total	Frequency
\$537.50	\$12.50	\$550.00	Annual

Gunner Bakke

Gunner Bakke (Oct 24, 2023 14:47 EDT)

Approved By:

Date





October 26, 2023

Grassy Pointe Homeowners Association Owners:

This letter is to inform you that the Grassy Pointe HOA annual assessment for 2024 is \$550.00 due January 1, 2024. Enclosed is a self-addressed envelope to be used to pay your 2024 maintenance fee.

***Please make checks payable to Grassy Pointe HOA and include house number and street in the memo. ***

Also enclosed is a copy of the 2024 approved budget. If you have any questions, please call our office at 727-942-4755.

Sincerely,

ProActive Property Management

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2024 GRASSY POINTE HOA Assessments

Total amount Due: \$550.00

OWNER: _____

Amount
Enclosed

\$

Grassy Pointe Address: _____

Email: _____

CURRENT MAILING ADDRESS _____

MAIL TO: Grassy Pointe HOA
c/o ProActive Property Management
36523 US Hwy 19 N
Palm Harbor, FL 34684

Grassy Pointe Mailbox Guidelines

Revised Mailbox Guidelines

- Our bylaws permit moving forward with a new style of mailbox units different from what the developer chose, and as approved by the prior Architectural Review Board (ARB).
- All members of the ARB have approved a revised style of mailbox post that would match our new street signs with the following guidelines.
 - Mailboxes shall be:
 - Black
 - Metal
 - Design must match our street signs as closely as possible.
 - Must display the house number.
- Homeowners shall be responsible for replacing their own mailboxes.
- The ARB has considered that homeowners will need to replace/repair mailboxes 5 years, 10 years, 15+ years down the road. It is highly probable that this revised style will be available in the future.
- The choice to have a single or tandem mailbox will be at the discretion of the homeowner and or adjoining neighbor if they currently have a tandem mailbox.



Purchase Information for new style mailbox

- More information regarding the style and dimensions for the new style of mailbox is available on the Grassy Pointe Homeowners Association Webpage:
<https://grassypointe.com/mailboxes/>

Existing Mailbox Guidelines

- Homeowners who chose to maintain the current mailboxes shall:
 - Make repairs that match the original style and structure.
 - Use paint color details – BEHR, Base 3800, semi-gloss, Custom Color Match, CLRNT OZ-384th, CL 0-29, LL 0-30, TL 0-4.
 - Mailboxes and the post shall be white.
 - Mailboxes may be metal or plastic
 - Mailboxes may have embossed patterns if white
 - Mailboxes shall be standard size with approximate dimensions of 20”L x 7”W x9H” (Variances must be approved by ARB)

Grassy Pointe Bylaw Concerning Mailboxes

Section 2.03 - Unit Plates and Mailboxes

A mailbox and the number of the residence shall be placed on each Lot. The size, location design, style and type of material for each such mailbox and number of the residence shall be as designated by Developer or approved by the Architectural Review Board.



LIMITED PROXY

I, the undersigned, being an owner(s), having an address of _____, and an authorized voting member of the Grassy Pointe Homeowners Association, Inc. (the "Association"), do hereby appoint _____ or, if left blank, the Secretary of the Association, as my proxyholder to attend the Annual Membership Meeting to be held on November 9, 2023 at 7:00 PM at ProActive Property Management, 36523 US Highway 19 N., Palm Harbor, FL 34684 or any adjournment thereof, but in no event longer than ninety (90) days after the date of the meeting indicated herein. The proxyholder named above has the authority to vote and act for me to the same extent that I would if personally present, with power of substitution, except that my proxy holder's authority is limited as indicated below:

LIMITED POWERS (FOR YOUR VOTE TO BE COUNTED AS YOU DIRECT, YOU MUST INDICATE YOUR PREFERENCE IN THE BLANK(S) PROVIDED BELOW):

Item 1: Vote to roll over excess funds at the end of the Fiscal Year Ending December 31, 2023

_____ Yes. I approve of rolling over excess funds at the end of the Fiscal Year Ending December 31, 2023 as per IRS Ruling 70-604. **(Association pays less in taxes)**

_____ No. I do not approve of rolling over excess funds at the end of the Fiscal Year Ending December 31, 2023 as per IRS Ruling 70-604. **(Association pays more in taxes)**

Date: _____

Owner Signature

Owner Print Name

THIS PROXY IS REVOCABLE BY THE OWNER AND IS VALID ONLY FOR THE MEETING FOR WHICH IT IS GIVEN AND ANY LAWFUL ADJOURNMENT. IN NO EVENT IS THE PROXY VALID FOR MORE THAN NINETY (90) DAYS FROM THE DATE OF THE ORIGINAL MEETING FOR WHICH IT WAS GIVEN.