



Hidden Lakes of St. Augustine Homeowners Association, Inc.  
PO Box 860013, St. Augustine, FL 32086

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Date of Notice: August 23, 2014

**Meeting announcement to all owners in the Hidden Lakes Community:**

Subject: General meeting of owners and HOA board  
Date: Thursday, August 28, 2014  
Time: ARB meeting starts 6:30pm, General Meeting starts 6:45pm  
At: **The Record Building**  
**One News Place**  
**St. Augustine, FL 32086**  
**(904) 829-6562**

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**AGENDA**

Approve minutes from July 24, 2014 Meeting

Opening statement

May Management Report and Q&A - Our property manager – Sheila Johnston  
Collections, C&R enforcement, quotes for projects, School bus pick-up

Common Grounds

Options to replace the entranceway post  
Access clearings on ponds #1 and #4

ARB report

Fine Committee Report

C&R Fine procedure presentation and discussion. There will be a Board vote on this procedure and to select Fine Committee members.

Project Committee Report

Roads:

Road inspection, August 4: County Road Engineer, Tommy Mashburn  
Marsh Creek tour, August 14: Sheila Johnston  
Update on status of road maintenance project for 2015

Ponds:

Pond Inspection, August 11: Aquatic Systems Biologist., Leslie Pragasam  
Need to select a pond maintenance company for a 1 year contract.

New Business

Closing

Next meeting: Thursday, September 25, 2014, 6:45pm at the Record Building.

**Hidden Lakes of St. Augustine Homeowners Association  
Board Meeting  
July 24, 2014**

**Board Members**

Arrowood, Ross  
Ashley, Judy  
Hayward, Paul - President  
Lankford, Barbara  
Lorentson, Jim – Vice President  
Robertson, Malcolm

**Officers**

Nawrocki, Robert – Secretary

**May Management**

Johnston, Sheila

**Homeowners – 9**

**Approval of Minutes**

Mr. Robertson moved approval of the June 26, 2014 minutes and Mr. Arrowood seconded. The minutes were approved on a voice vote.

**President's Message – Paul Hayward**

I want to thank you all for attending.

In case you are wondering, the digging that's going on near the sidewalks is for the installation of AT&T Uverse high speed internet cable. They are doing this under the utility easement that we have signed with the County.

This is the 6<sup>th</sup> meeting of the year. This is traditionally a slow time of year for the HOA. The road repair project has changed this.

We will be following the normal format of committee reports with open discussions as needed.

We ask you to keep your questions related to the subject matter at hand.

After reports are completed we will take general questions from members and discuss as needed. We will cut this discussion off around 8:00pm and go to the Road repair and Fines section of the meeting.

There have been some questions regarding the Project Committee.

The committee was formed at the May 22<sup>nd</sup> meeting.

The purpose of the committee is to improve conditions of the common grounds and owner properties over the next few years in order to raise property values.

Members are: Bob Nawrocki, Judy Ashley, Malcolm Robertson, Paul Hayward, Dave Ward, Judy Hensley and Carol Pershing. Two alternates are Jim Lorentson and Cory Sakryd. Sheila Johnston from May Management also attends. The committee meets the 2<sup>nd</sup> or 3<sup>rd</sup> Thursday each month at 517 Chadwick Dr. This is not a public meeting. The committee does not make decisions. It does make recommendations to the HOA Board. The Board may approve, modify or disapprove these recommendations at the HOA's public meetings with public discussion.

Roads: Based on the evidence the project committee recommends that the repairs take place within 1 year. We have completed an inspection of the roads and do not see serious structural issues. The key to using less expensive maintenance methods is to have them done before structural damage appears. These methods will then seal and rejuvenate the road surface for up to 15 years and delay any structural damage. We will get an expert opinion on this course of action in early August. We cannot commit the bulk of HOA funds without this unbiased opinion. In the meantime we will recommend that the board put a freeze on new projects budgeted in 2014 so these funds, approximately \$10,000, will be available for the road project.

Fines: Again, there will not be a vote on fines at this meeting. We do expect a procedure to be ready for a vote at the next meeting in August. At this meeting, we will discuss the parameters for when a fine might be issued and then actually charged. We will also look at how to treat short term "parking" issues vs. longer term "lawn care" issues.

Now I'd like to turn over the meeting to Sheila Johnston of May Management for her report.

### **May Management Report – Sheila Johnston**

#### **Financial Summary as of May 31, 2014**

Total Operating Fund Balance	\$46,193.82
Replacement Fund Balance	\$ 0.00
Assessments Receivable	\$ 4,227.41
Total Surplus (Deficit)	\$ (711.39)

#### **Delinquent Accounts as of May 31, 2014**

Over 30 Days	\$ 50.82
Over 60 Days	\$ 252.50
Over 90 Days	\$ 3,871.63
Total	\$ 4,227.41

There were 8 new owners recorded between January 1, 2014 and July 23, 2014. There will be a property inspection during the week of July 28<sup>th</sup>.

## **Common Grounds – Jim Lorentson**

### **Ponds**

There was a report on the pond review with the Lake Doctors technician. Jim Lorentson, Sheila Johnston, Barbara Lankford and the Lake Doctor technician examined all five ponds. Because of vegetation and swampy soil the technician cannot get his boat into the three smaller ponds. Chemicals are added to the water by hand from shore. The technician reported that it is difficult to keep the various ponds free of vegetation; extra chemicals need to be used to maintain the ponds at their current condition. There appears to be no controlling valve that is open that would account for the drop in water level in the ponds.

It is suggested that the HOA purchase tilapia to be placed in the ponds to eat the algae and other vegetation. Lake Doctors cannot add the fish but the HOA can, it should be done in spring.

### **Entrance Way**

There was discussion of the issue of the post at the entranceway. The existing telephone pole, painted orange is temporary and is used to prevent vehicles from driving over the grass and damaging the sprinkler system. Mr. Lorentson is looking at the various options and will make a recommendation at the August Board meeting.

### **ARB Committee**

1 item for 268 Churchill Drive was approved.

### **Homeowner Question Time**

The small pond that has the outflow pipe is being choked with trees and grasses. Is this the reason the ponds are draining? No one knows.

There was a continuing discussion about the fact that the two largest ponds are low even though we have had a lot of rain. Sheila will speak to a representative of the St. Johns Water Management District to see if he can assist in determining the cause.

A homeowner asked about a dead oak in the conservation area that could fall on his house. According to the SJWMD if it is a danger it can be cut down.

Another homeowner at 184 Churchill has large pine in the common area around a pond. It has a number of dead limbs that could hit her house. Mr. Hayward will research this to determine who is responsible for the tree.

## **Project Committee**

Mr. Hayward asked that a new member be added to the committee and an alternate member also be added. He moved that Jim Lorentson be added as the alternate and Cory Sakryd be added to the committee. Ms. Lankford seconded the motion.

### **Vote**

Arrowood, Ross	Yes
Ashley, Judy	Yes
Hayward, Paul	Yes
Lankford, Barbara	Yes
Lorentson, Jim	Yes
Robertson, Malcolm	Yes

Motion Passes

## **Road Committee**

Paul Hayward, Jim Lorentson and Bob Nawrocki walked the development on July 19, 2014 to see what issues may exist with regards to the roads. These observations are not all the possible problems, just those noted during this walk. Mr. Hayward took some pictures during the walk.

### **General Observation**

1. The concrete gutters alongside the road exhibit chipped edges, cracking and weed growth in cracks.
2. Gutters in Phase 1 and 3 are 24 inches wide and are flat with a half circle for drainage in the center. The ones in phase are L shaped with one side forming a curb and the remainder forming the half circle for drainage. These gutters are 19 inches wide.
3. The private driveways/alleys have flat concrete flush curbs with no drainage.
4. The majority of manholes in the development are sunken below the roadway to varying degree. A smaller number of manholes are above the roadway.
5. The private driveways/alleys are 16 feet wide and do not appear to have a crown in the roadway.
6. While the majority of the private driveway/alley appears in good condition parts of it have crumbling curbing and show wear at the corners.
7. The entranceway appears to be in better condition than other parts of the roads.
8. The worse wear is evident where frequent turns are made rather than on the straightaway.

### **Specific Observations – Churchill Drive**

265 – depression in the road, gutters cracked, and parts crumbling

269 – sunken manhole cover

272 – cracked gutter

281 – depression in gutter, manhole sunk and gutter damaged

291 – gutter below grade and manhole cover sunken

351 – spilled concrete in roadway

325 – oil spots

104 – gutter higher than street

192 – holes in road

217 – holes in road

### **Private Driveway/Alley**

No gutters just flat concrete curb

Width of all is 16 feet

There is a low spot in the center of the roadway down the length of the back driveway/alley

Several of the corners shows wear and there are some holes in the road.

### **Roads Continued**

Mr. Hayward pointed out that the alleyways in Phase 2 are owned by the lot owners and fixing the road is the responsibility of the homeowners.

A homeowner said she had been speaking with her neighbors and they preferred an assessment to pay for the roads rather than financing them.

Mr. Hayward said that the development needed an unbiased assessment to determine what we need to do to maintain the roads.

## **Budget**

Mr. Hayward stated that the current budget will need to be revised to reflect the fact that the roads are a priority and other projects may have to be de-funded. The budget will be revised after the cost of repairing the roads is determined.

## **Fines**

Mr. Hayward discussed the issue of fines for C & R violations. He suggested that a committee headed by Dave Ward be established to write the process for fining for violations.

We don't want to alarm people, if you receive a violation letter and communicate with May Management you won't be fined. Only if you ignore violation letters and refuse to correct problems will it be necessary to issue a fine.

There were no negative comments from the homeowners present.

Mr. Robertson moved to a sub-committee of the Project committee to prepare a report on violations and fines and submit the report at the August Board of Directors meeting. Ms. Lankford seconded.

## **Vote**

Arrowood, Ross	Yes
Ashley, Judy	Yes
Hayward, Paul	Yes
Lankford, Barbara	Yes
Lorentson, Jim	Yes
Robertson, Malcolm	Yes

Motion Passes

Mr. Robertson moved that Dave Ward, Carol Pershing and Judy Hensly be members of the sub-committee. Ms. Lankford seconded the motion.

## **Vote**

Arrowood, Ross	Yes
Ashley, Judy	Yes
Hayward, Paul	Yes
Lankford, Barbara	Yes
Lorentson, Jim	Yes
Robertson, Malcolm	Yes

Motion Passes

### **New Business**

Mr. Arrowood asked if a small bus shelter could be erected at the entrance so children waiting for the bus could use it. The middle school bus driver will not pick up the children in the development.

Sheila suggested that she would write a letter to the School District to have children picked up in the neighborhood.

The issue of the bus shelter will be reviewed after Sheila hears back from the school district.

Mr. Robertson moved to adjourn, Mr. Arrowood seconded and it passed on a voice vote.