



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

Date of Notice: January 18, 2014

Meeting announcement to all owners in the Hidden Lakes Community:

Subject: General meeting of owners and HOA board
Date: Thursday, January 23, 2014
Time: ARB meeting starts 6:45pm, General Meeting starts 7:30pm
At: **The Record Building**
One News Place
St. Augustine, FL 32086
(904) 829-6562

AGENDA

Opening statement:

Board election schedule, call for volunteers
New document distribution, update member contact info.

Landon Homes update and Q&A – Jean Yoder

May Management Report and Q&A - Our new property manager – Jean Cline
Collections, C&R enforcement, quotes for projects,

Common Grounds report

Treasurer report

ARB report

Old business

Mail box clean-up
Fountain
Entranceway fence

New business

Painting the entranceway sign
Approval of past due annual fee collection expense

Closing

Next meeting: Thursday, February 27, 2014, 6:45pm at the Record Building.

Homeowners Association of St. Augustine Inc.
Minutes – Board Meeting Jan 23, 2014

Attendees

Paul Hayward
Greg Annuci
Jane McDaniels
Dave Ward
Jim Lorentson

Meeting was called to order at 7:30 PM

Mr. Annuci moved acceptance of the October 24, 2013 minutes, Mr. Ward seconded. Motion approved on a voice vote.

President's Message

Opening Comments January 23, 2014

Welcome to the first HOA meeting of 2014. Thank you for your participation. We have booked the 6:30 to 9:30 timeslot on the 4th Thursday of every month here at the Record Building.

Document Distribution starts today:

This is a board service project intended to save the HOA \$1,500. The docs will be delivered door to door and email addresses will be solicited and used to replace future mailings. This distribution is required by State law 720.

Everyone attending today's meeting needs to stop by Linda's table to receive the documents and register their current email address. The C&R document, Bylaws and Articles of Incorporation show the filing stamps and become part of your deed. They need to be disclosed if you intend to sell your home. Also included are rules for the ARB and Parking as well as HOA contact information

Honoring Jack Higgins:

We held a going away party for Jack Higgins on December 5th and presented him with a plaque. Jack served as the HOA president from 2008 until 2013 and was one of the original founding fathers.

Collecting 2013 Annual fees:

Annual fee extension September 14, 2013

As provided for in C&R section 7.3 Calculation and Collection of Annual Assessments A payment schedule will be instituted for the 2013 Annual Assessment Fee.

The due date for full payment of the fee shall be moved to December 31, 2013.

Owners may elect to pay the fee in one lump sum of \$289.00 or in 4 equal payments of \$72.25.

Any balances due after December 31, 2013 are subject to penalties and fees as allowed by the C&R section 7.5- Remedies of Association.

May provided the board with a list of owners who owe fees to the HOA. The following actions are recommended:

Ask May Management to correct owner's balances for a 12/31 due date.

Ask May Mgt to start the lien process against 7 owners who owe more than 1 year of fees.

Cost of this is \$50 for the 45 day warning letter and \$125 for filing the lien if needed.

Ask May Mgt to continue to send monthly statements reflecting interest charges to owners who owe 1 year or less of the \$289 fee.

Election Calendar

Board candidate letters will be sent to all owners on March 1. Most of the current board members have served for 5 years. We need new board members to step-up to replace them.

Based on the number of new candidates and status of current board members, the Board will vote on whether to have 5 or 7 members for 2014. This will be done at the March 27 meeting.

Election mailing will be sent the 2nd week of April. There will be a 30 day deadline for mail-in votes. We will need a minimum participation of 20% of the owners for a total of 27 votes to hold a legal election.

Annual Election Meeting will be held on May 22nd. The Board members for fiscal year 2014 will be elected. The new board will then elect officers at this meeting.

Landon Homes

Jean Yoder of Landon Homes reported that one house has already sold and two additional models are under construction. Prices range in the \$179,000 to \$194, 000 range.

May Management Report

Jean Cline introduced herself replacing Joanne Schott who was promoted. Jean explained the process for dealing with late payments. There is currently \$10,000 in accounts receivable. The process is as follows:

10-30 days overdue – Statement of arrears

45-60 days overdue – Intent to lien notification plus \$50 service charge

85-100 days overdue – Lien files plus \$125 fee to homeowner

Jean was asked about the effectiveness, she replied that the notice of intent to lien was as far as it usually went except in extreme cases.

Jean was also asked whether placing a lien was all that could be done; she replied that after 100+ days the Board had to decide the next step.

Mr. Ward moved adoption of the above procedure a with Mr. Annuci seconding it.

Voting

Paul Hayward – Yes
Greg Annuci – Yes
Jane McDaniels – Yes
Dave Ward – Yes
Jim Lorentson – Yes

Motion passed.

There was a discussion of the establishment of fines to back up property violations. Mr. Hayward announced that the establishment of a fine structure will be discussed at the next meeting.

Jean announced the bids for additional fencing for the entranceway. Mr. Ward moved acceptance of Pelican Fence Company's bid and Mr. Lorentson seconded.

Voting

Paul Hayward – Yes
Greg Annuci – Yes
Jane McDaniels – Yes
Dave Ward – Yes
Jim Lorentson – Yes

Common Grounds Report

- Lawn Tamers replaced broken rails on the north side
- Parking in the entrance way was discussed. People park on the grass and damage the irrigation system and the turf.
- There will be proposal next meeting to answer this issue.

ARB Report

The ARB approved a fence request, a shed request and a paint color at the meeting held previous to the Board meeting.

Old Business

Mailboxes – The units are dirty and moldy. Jean Cline will research who owns the mailboxes, it was suggested that Lawn Tamers be tasked with cleaning them. No decision made.

Sidewalks – Jean will work on obtaining bids for the sidewalks.

New Business

Entrance sign will be painted in the spring.

There being no further business the meeting adjourned at 8:30 PM