



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

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Date of notice: September 10, 2013

Meeting announcement to all owners of the Hidden Lakes Community:

Subject: General meeting of owners and HOA board

Date: Saturday, September 14, 2013

Time: 10:30am

At: St. Johns County Library – Anastasia Island  
124 Sea Grove Main Street  
St. Augustine Beach, FL 32080  
(904) 209-3730

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## AGENDA

Opening statement:

Board and Officers duty to uphold the rules  
Owners obligations.  
Pending sale of SWAL properties.

Official Business:

Appoint 1 new Board member to replace Jack .  
Elect new President.

May Management Report and Q&A

Common Grounds report

Treasurer report

– ARB report

New Business

Sidewalks, Boat parking, Renter violations,  
Maintenance Fee extension, Tree house

Closing

Hidden Lakes of St. Augustine Inc. Homeowners Association  
Board of Directors Meeting  
September 14, 2013

**Board Members**

Greg Annucci  
Norwood Clark  
Paul Hayward – Vice President  
Jim Lorentson  
Malcolm Robertson  
Dave Ward

**Officers – Non Voting**

Tom Curvel – Treasurer  
Bob Nawrocki – Treasurer

**May Management Company**

Ginger Matlock

**Homeowners – 18**

The meeting started at 10:35 AM

**Vice President's Announcements**

Mr. Hayward read the following statement:  
September 14, 2013

A letter to the Members of the Hidden Lakes of St. Augustine HOA

Your HOA has turned a corner with the successful merger.

When we started, there were 3 sets of documents for 3 HOA's. Our only legal ties were common Officers and Reciprocal Agreements for sharing costs of the common grounds.

We took a poll of all owners in Sept. 2008. It indicated that a majority of owners wanted us to merge into a single HOA. It was the board's decision to act as one in order to make a merger possible in the future.

The result of this is that we held common meetings, charged the same fee to all owners, elected the same officers and enforced a common set of rules. We slowly and somewhat painfully dug out of the hole that the developers created.

This plan served us well because we were able to merge based on the members vote for the merger and associated documents on March 20, 2013. This became official on June 25, the date of recording the new C&R document.

The merger created a larger HOA with a membership over 100 owners. This required us to improve our accounting standards and use managers with state certification. Result - May Management has entered the picture.

So we stand now with a new set of documents that passed review of our members as well as our lawyer and were approved by a super majority.

Our only mandate should be the duty to enforce these rules. By the same token, it is the members' duty to follow them. If we follow the rules we are right, if we don't we are wrong. In the event of a legal challenge, our being wrong could result in an additional cost to all owners. The state takes this seriously as well. They require all board members and officers to sign the statement listed below.

That being said, the C&R is a living document. If a change is needed, there are provisions to make a change. However, the steps and timeframe would be similar to what we went through for the merger. The same reviews and 67% approval would be needed to pass.

The board of our HOA, unlike many others, has a track record of listening to our members concerns. This should not change. Please understand that in most cases, we agree with your concerns. Nevertheless, the actions we can take will often be limited by the rules we are sworn to uphold until these rules can be legally changed.

Mr. Hayward announced that the pending sale of the 10 properties owned by SWAL Corporation in the old phase 2. The properties were purchased by Land & Homes and anticipate a 6-12 month build-out. The company asked for permission to post a sign at the entrance advertising the new homes. Questions were raised about how big the sign would be the need to avoid blocking our main entrance sign and whether placement will block homeowners view of the road when exiting Hidden Lakes. The ARB will review the sign. There was a suggestion that the right to have the sign be reviewed every three months.

### **Appointment of New Board Member**

There is an opening on the Board of Directors due to the resignation of John V. Higgins. There was discussion about adding Jane McDaniel to the Board. Malcolm Robertson motioned that Ms. McDaniel be added to the Board, seconded by Greg Annucci.

### **Vote on the New Board Member**

Greg Annucci – Yes  
Paul Hayward – Yes  
Malcolm Robertson – Yes  
Dave Ward – Yes  
Jim Lorentson – Yes  
Norwood Clark – Yes

## **The motion carried.**

### **New Officers**

When Mr. Higgins resigned he also resigned as President of the Association. There was a motion made and seconded for Mr. Hayward to become president.

### **Vote on the President**

Greg Annucci – Yes  
Paul Hayward – Abstain  
Malcolm Robertson – Yes  
Dave Ward – Yes  
Jim Lorentson – Yes  
Norwood Clark – Yes  
Jane McDaniel – Yes

### **Motion Carried**

The election of Mr. Hayward as President created a vacancy at Vice president. Mr. Hayward motioned that Greg Annucci become the next Vice President, Mr. Ward seconded.

### **Vote on Vice President**

Greg Annucci – Yes  
Paul Hayward – Yes  
Malcolm Robertson – Yes  
Dave Ward – Yes  
Jim Lorentson – Yes  
Norwood Clark – Yes  
Jane McDaniel – Yes

### **Motion Carried**

### **May Management Report**

Ginger Matlock reported in the absence of JoAnne Schott who is responsible for Hidden Lakes at May Management. May Management spent the last several weeks setting up our files on their computer system. Joanne toured the development with Mr. Hayward to review the C&R Violation process; she will also meet with our vendors next week to insure that expectations are being met. There were a number of questions:

Where do residents go with questions? – May Management.

Can we have quarterly billing back? – The Board will address later in the meeting.

Who do we contact regarding C&R violations? – May Management

When will homeowners be bill for their annual assessment next year? – June 2014

Ginger stated that any correspondence between May Management and the homeowners is copied to the Board of Directors.

Is this communication open to the homeowners? – No it is business communication between May and Board of Directors.

Will the Website be better? – May has the technology to email blasts and will be posting minutes and ARB reports.

May will also mail information packages to new homeowners, the package will contain all the relevant documents.

ARB requests will still go Jim Lorentson, Chair of the ARB. Any sent to May Management will be directed to Jim.

Dave Ward brought maintenance issues to Ginger's attention and she will see that they are dealt with. Mr. Hayward also reported on the problem with the phase 2 pond. Smith Electric reported that there is a flaw in the pump coating and new fountain is required. It is recommended that all the work on the fountain, electric, installation etc be done by one company.

**Grounds Committee** – No Report

**Treasurer's Report** – Accounts are being consolidated with May Management. The Phase 2 account will be closed when the last check clears. Bills will be approved online.

**ARB Report** – The ARB denied a request. The chair Jim Lorentson asked to expand the committee to 5 members. Mr. Lorentson made a motion to add Barbara Lankford and Paul Hensley to be added the ARB committee, seconded by Paul Hayward.

**Vote on the New ARB Members**

Greg Annucci – Yes

Paul Hayward – Yes

Malcolm Robertson – Yes

Dave Ward – Yes

Jim Lorentson – Yes

Norwood Clark – Yes

Jane McDaniel - Yes

**Motion Carried**

The meetings of the ARB will be open to the homeowners

**New Business**

Mr. Robertson raised the issue of the addition of sidewalks. Fill in the sidewalks that were not added and to add a sidewalk at the entrance. He had no response to requests to determine costs for these three sidewalks over three years.

Ginger Matlock stated that if she is provided with specifications they will get the bids. There was a discussion of whether all three sidewalks were included in this years' budget or only the entrance.

Jim Lorentson moved to table discussion until the information is found, Jane McDaniel seconded.

### **Vote to table the motion**

Greg Annucci – Yes  
Paul Hayward – Yes  
Malcolm Robertson – Yes  
Dave Ward – Yes  
Jim Lorentson – Yes  
Norwood Clark – Yes  
Jane McDaniel - Yes

### **Motion Carried**

Mr. Clark moved that we pursue notifying renters as to their obligation to maintain their properties, seconded by Mr. Lorentson.

Mr. Hayward pointed to the C&Rs section 10.21 which states that the land owner is responsible for the tenant and the landowner is required to bring the tenant into compliance. We don't know all the renters. He is against sending information out to all renters because of the actions of a few.

Ms. Matlock recommended that the HOA embrace the idea that renters are a part of the community. They should feel they are part of the Hidden Lakes community. Many of them become owners in our community. Owners will feel good we are communicating with renters and embracing them as part of the community. An homeowner, who is a landlord, says it is a good idea that we communicate with renters. Mr. Robertson says we should communicate, Mr. Hayward agreed and said it should be done by May Management. There should also be a welcome to the neighborhood letter to new renters. The Question was called.

### **Motion to approve communication with renters**

Greg Annucci – Yes  
Paul Hayward – Yes  
Malcolm Robertson – Yes

Dave Ward – Yes  
Jim Lorentson – Yes  
Norwood Clark – Yes  
Jane McDaniel - Yes

### **Motion Carried**

Mr. Hayward then raised the issue of paying the annual assessment in multiple payments. He stated that homeowners were not provided with advance notification that the dues could only be paid in one lump sum. Board members have individually expressed concern and that there is a consensus that payment should be extended. He raised the following idea:

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.

Ms. Matlock stated that next year May Management could send out 4 coupons of \$72.25 each.

Ms. McDaniel left the meeting at 12:05 PM.

Mr. Robertson moved that the HOA create the option to pay the annual assessment in 4 payments this year and henceforth. Mr. Ward seconded the motion.

Mr. Lorentson asked if May Management if this was a problem or if it would cost more. Ms. Matlock stated that it would not. Mr. Lorentson would rather give everyone the option of 4 payments, the bill can be paid in full at anytime. Mr. Ward pointed out that our fees may rise over time and it should provide payment options.

The Question was called.

### **Motion made to extend the option of paying the annual assessment in 4 equal payments this year and henceforth.**

Greg Annucci – Yes  
Paul Hayward – Yes  
Malcolm Robertson – Yes  
Dave Ward – Yes  
Jim Lorentson – Yes  
Norwood Clark – Yes  
Jane McDaniel – Absent

### **Motion Carried**

Mark T. Post, 273 N. Churchill Dr. presented an appeal to the ARB denial of a tree house in his backyard. Mr. Hayward accepted the appeal. He also stated that there was a petition being circulated to allow the tree house.

Mr. Hayward stated that the Board of Directors has 30 days to respond to the appeal and the meeting to discuss would be noticed and a public meeting.

The tree house was built without ARB approval and only after it was partially constructed was presented to the ARB which failed to approve it. The homeowner stated it was behind the fence. It is still fully visible from the street.

Ms. Matlock pointed out that the ARB responsibility is to uphold the ARB guidelines. The ARB tries to maintain the community the same way in the entire community.

The meeting was adjourned at 12:35 PM.