

**Hidden Hills Country Club Estates HOA, Inc.**  
**Board of Directors Meeting**  
**May 9, 2007**

The Board of Directors of the Hidden Hills Country Club Estates HOA, Inc. held its monthly meeting this date at the Hidden Hills Country Club, 3901 Monument Road, Jacksonville, Florida.

Call to Order

Austin Kelley called the meeting to order at 7:07 p.m.

Roll Call and Proof of Notice

Directors present were: John Durant, Willie Hodges, Gene Jones, Austin Kelley, and Charles Smith.

Directors absent were: Larry Dismore and Bobby Green.

Jerry and Jan Herren represented The Neighborhood Managers, Inc.

Representatives of Giddens Security, as well as attorney Scott Fallar were also in attendance.

Notice of the meeting was posted on the Association's reader board and website, and was included in the newsletter.

Security Update

Jason Williams and Leonard Lamb were present from Giddens Security to discuss the progress of the transition, which took place May 1, 2007.

The following policies/procedures were reiterated:

- Only one call will be made to owners when unannounced visitors approach the gate. If there is no answer at that number, the guest will be turned around.
- Vendors who have not been called in and who are not on the owner's permanent guest list will also be turned away if the one telephone call to the residence is unanswered. Passes will be distributed to vendors, such as lawn services, who visit the property for various addresses daily. The passes will be color-coded by month and each month the vendor's information must be updated before the current temporary pass is renewed.
- The guards will not accept packages or deliveries made by courier, not USPS.

It was noted that the Gatehouse system is not currently being used to its full potential. Giddens is familiar with the system and will work toward slowly implementing the additional features.

Attorney Fallar was asked to comment about the liability related to allowing minors to call in guests. Currently, adult owners must clear all guests – children of owners are not allowed to authorize visitors. Fallar spoke about several different scenarios and the exposures of each. Giddens will use their best judgment in determining whether or not the caller is actually the owner, not a child.

Homeowners will be reminded that replacement barcode and HHCCE identification stickers will not be issued without evidence of the old sticker. At least a portion of the old sticker must be submitted with the application.

Approval of Minutes of April 2007

Smith moved to approve the minutes from the April meeting as written. Hodges seconded and the motion carried.

Legal Update

Fallar spoke about the golf course and how the Covenants and Restrictions relate to their common areas.

Fallar updated on issues currently in litigation.

Financial Report

Herren gave the financial report as of March 31, 2007. Everything is line with budget year to date.

The list of delinquent accounts and the status of each was reviewed.

Barcode decals are deactivated for past due accounts. Effective immediately, second notices for Covenants violations will include a statement that barcode decals will be deactivated if the issue is not resolved within the timeframe specified.

#### Manager's Report

Herren will obtain bids for a fence to block off the recreation area field to keep cars out. The rover has also been asked to pay particular attention to this area.

#### Architectural Review Committee

No Report.

#### Maintenance Committee

Smith reported on the two proposals he has obtained for the expansion of the guardhouse. The two bids range from \$74,000 to \$94,000. The electrical service for the building must be relocated. The mailboxes will need to be replaced. Smith is investigating having new boxes constructed of wood and without doors. Logistics for handling the traffic during the construction were discussed. Smith will schedule a meeting with the contractor at the site to further discuss the issues.

Jones reported that JEA has done some cleanup of the easement. R and D will be contacted about the City's right of way because they only cut the area twice a year.

#### Road Resurfacing

Of the six companies contacted, only one submitted a viable proposal for the underground drainage work. K.T. Carter was the successful bidder at a cost of \$273,295. A motion was made, seconded, and approved unanimously to approve the expenditure from reserve funds. July 30<sup>th</sup> is the estimated completion date.

Bids are also being sought for the Muirfield Boulevard loop, as well as from the front entrance to the first four-way stop on Mission Hills Drive.

#### Security Committee

The contract for Giddens Security has been amended as proposed by attorney Fallar. Hodges will review the contract and it will be signed within the next few days.

TEM will be contacted for additional information regarding the additional functions available on the existing Gatehouse system.

#### Old Business

None.

#### New Business

None.

#### Owner's Comments and Correspondence

A letter of appreciation for the improvements to the Masters Ridge cul-de-sac traffic island was received.

#### Adjournment

There being no further business, the meeting was adjourned at 9:55 p.m.

Respectfully submitted,

Jan Herren  
Community Association Manager