

ST AUGUSTINE SHORES SERVICE CORPORATION

790 Christina Drive  
St. Augustine, FL 32086  
Tel. 904-797-6441  
Fax: 904-797-7441  
[www.staugshores.org](http://www.staugshores.org)

Amended Meeting Minutes

NOTICE IS HEREBY GIVEN that a meeting of the board of Directors of St Augustine Shores Service Corporation was held at:

Place: Riverview Club

790 Christina Dr

St. Augustine, FL 32086

Date: September 12,2024 at 06:00pm

Agenda:

The order of business for the election of officers:

1. Call to Order
2. Pledge of Allegiance
3. Moment of Silence
4. Roll Call  
Mary Jenson, President  
Kathy Schroeder, Vice President  
Nicolas Arocha,  
Deb Scogin, Secretary  
Lindsay Hamm

Absent -Skip Abrams

Also present CAM Shanna Frederickson and CAM Asst Christine Hart

5. Accept Minutes from 8/8/2024 Motioned by Kathy Schroeder and seconded by Lindsay Hamm; motion carried unanimously
6. President's Remarks-A presentation of the HEART award to Assistant Christine Hart. President, Cam and Assistant Cam met with Clay Murphy to discuss pending works within the Association and provide a walk around of the Riverview Club. President discussed the need for new directors to be elected in May of 2025 and to fill an empty seat that exists now.
7. Resignation of Treasurer- Motion made by Deb Scogin to accept Nicholas Arocha resignation and seconded by Kathy Schroeder. Deb Scogin, Kathy Schroeder and Lindsay Hamm approved and Nicholas Arocha abstained.
8. To accept Kathy Schroeder as Treasurer, Motion made by Mary Jenson and seconded by Deb Scogin. Deb Scogin, Lindsay Hamm, Mary Jenson voted yes and Nicholas Arocha voted No as he

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felt that the Vice President and Treasurer should be different individuals given the size of the HOA. Mary Jenson read out loud the section of the bylaws which gives permission to allow a director to be both the Vice President and Treasurer. Mary Jenson also stated that we are required to have a Treasurer. Motion passed.

9. Treasurer's Report - Report given by Kathy Schroeder. There was a change of \$ 89,518.21. Major Expenses were: Balance of Canopy Frame \$1,000.00, Dam Repairs \$ 23,889.10, and down payment on pool resurfacing \$95,711.34. See full report attached.

Request for a copy of the monthly income and expense report by Nicholas Arocha. After discussion, this report will be included monthly with the Treasurer Report. *\*Amended on November 14, 2024 to add clarification; this report will be provided in the Board Member's Monthly Packet, and not for general distribution.*

10. General Manager's - Report given by Shanna Frederickson and is attached includes updates on Operational, RV/Boat Compound, Wedding Event attended, Pool Resurfacing as of October 28, 2024 for 6 weeks, Maintenance, Landscaping, Installed bollards between baseball field, FPL access road, Drainage, Tree Trimming, Lake Fountains, Deed Restrictions, KB homes Turnover of Phase I, Financial/Collections, County Website to submit violations and Craft Fair.

Question from Robert Paceley about collections- CAM stated that this number is fluid month to month and payments are received. Deb Scogin asked the CAM about the majority of older HOA dues over \$73,000 are older HOA dues already on payment plans and there are only a handful of Homeowner's that are not paying towards their HOA debt presently.

Question from Nicholas Arocha regarding the North Holiday Dam, he asked to verify what is being asked of the vendor regarding the condition of the value pipe. He stated that we were not looking to replace the value but to evaluate the pipe for possible filling with grout as it hasn't been used for many years. Mary Jenson asked what specifically Mr. Arocha felt was needed. He stated that he only wanted to know that condition of the existing pipe. Ms. Jenson said that it was in process and we were waiting for additional information.

Nicholas Arocha asked about drainage and read from the declaration and plat regarding Unit 2. He asked that we contact our counsel to review this information before proceeding with repairing these drainage issues to ensure that the Homeowner's Association is responsible and not the county.

Mary Jenson- stated that per Nicholas Arocha request that an email was sent to the attorney and a response was received the previous day. In the opinion of our HOA attorney, more information would be needed but his opinion is that we do not have enough information to put the obligation on the county at this time. The attorney has had other cases and feels that without additional documentation this request would not be granted. The HOA attorney stated

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that he made a public request for all information from the county and from Deltona (prior owner). Nicholas Arocha and Deb Scogin requested a copy of the email from the attorney. A copy of the email would be forwarded.

Old Business

11. Rules and Regulations Policy -tabled until the next meeting. Motion to move to next month by Deb Scogin and seconded by Kathy Schroeder. Approved unanimously.

Nicholas Arocha left the meeting.

12. Pool Deck Repair- tabled until the meeting. Motioned by Lindsay Hamm and seconded by Kathy Schroeder. Unanimously agreed.

New Business

13. VRBO- there is no information in our governing documents regarding VRBO. We would need to change our governing documents, and we would need to have a quorum of Homeowner's. If anyone is interested in leading up a committee to set up a plan for more homeowner involvement and participation. The county is not able to assist in this endeavor given the State guidelines.
14. Road Widening- CAM reported a completion date of February of 2025.
15. KB/Sabal Estates- No HOA fees will be due until we have accepted phase 1. We are pending a return call from KB homes on a meeting date. It should be done by October 1, 2024.
16. Craft Fair Raffle Funds- to have proceeds from the Raffle go to the humane society. Motioned by Deb Scogin and seconded by Lindsay Hamm. Unanimously approved
17. Committees:
  - a. ACC committee- applications were approved for Roofs, painting, pool, sheds, decks, and windows.
  - a. Building and Grounds---new Mailbox is installed
  - b. Communication--- Mary Jenson advised to read newsletter
  - c. Activities- Craft Fair is on 10-27-24 from 12 pm to 4 pm and volunteers are needed.

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f. RV Compound -Mike Shannon looking for more volunteers.

Motion by Deb Scogin to accept all committee minutes, seconded by Kathy Schroeder and unanimously approved.

Director Comments

Kathy Schroeder talked with Sheriff's department about the future state on cross walks in neighborhood.

Member Comments

Maria Kimball- asked about Phase I takeover details with KB homes. Notification of Homeowner's will happen when it has been taken over. She is also having problems with a lack of communication with KB homes. Irrigation wells exist on community property.

Josh Lizetto- he would like to advocate for assistance on reducing speeding on Viscaya Blvd.

Richard Harmon- He was asking for the basketball court to be updated and repaired. He also wanted to mention that in his opinion we have too many signs at the Riverview Club and would like consideration for less signs.

Adjournment---Motion by Kathy Schroeder and seconded by Lindsay Hamm. All unanimously agreed.

Deborah Scogin SASSC Secretary

