

KINGSMILL HOMEOWNERS ASSOCIATION

Minutes of the Board of Directors Meeting February 7, 2011

A regular Board of Directors meeting was called to order by President Bob Peters at 7:05pm.

Board Member Present: Bob Peters, Christina Ray, Susanne Kvasnok, Norman Miller, Nelly Slaughter, Devin Swanson, and Nora Foster.

Absent: Ronnie Miranda

Guests: KM Bolognini of Firehouse Lawns and Maintenance

**Treasurer's Report Check Account: \$63,922.74
 Savings Account: \$6,365.50**

To date we have collected all by 57 homeowner's dues. Letters will be set out in the near future in an effort to collect them.

Update on West Park

KM Bolognini spoke on behalf of Firehouse Lawns and Maintenance. KM states the soil is very loose in the West Park. KM Hs put numerous loads of dirt into the badly eroded areas at no expense to Kingsmill. There continues to be trash left in the common areas by unknown persons. KM was directed by the board to put the trash back over the fence and if the owners complain we will address it. KM proposed trimming the trees in the West Park for \$400.00 That amount will include trimming the trees to a height of approximately 15-20 feet and thinning them as well. The miscellaneous shrubs and palmettos will be trimmed or removed. It was the majority consensus of the board that this be done by KM's for the total amount of \$400.00 and to be for the West park only.

East Park & West Park

The lights on the East park continue to be a problem. Board will look into lighting in the east park. Norm to have electrician give estimate on fixing lights at both parks.

Front Entrance

It was by the agreement of the board that the bougainvilleas along the front wall will be pulled. They appear dead and will be replaced by crepe myrtles. Replacing or planting of new plants in the center and along the entrance will be left up to Firehouse Lawns and Maintenance. KM will present ideas and estimated costs.

Lighting in the Center Island

Norman will look into repairing or replacing the lighting in the center isle. Christmas lights were given to Bob to store.

NEW BUSINESS

Surveillance Cameras

Bob will look into putting security cameras at the front entrance and at both parks in an effort to reduce the vandalism and dumping of trash.

Garage Sales Dates

April 30, 2011 and November 5, 2011. Ads will be placed in Florida Today Newspaper as well as Craig's List and on the Radio.

Homeowners Community Meeting

March 29, 2011 and October 18, 2011, 7:00 pm. Place CrossRoads Community church. The sign to post notices for the garage sales and the homeowners meeting are with _____??

Newsletter

Bob will work on the newsletter and should include a note on parking of personal vehicles on grass and commercial vehicles.

Next Meeting: MARCH 14, 2011

Meeting was adjourned @ 8:15p.m.

**Nora Foster, Treasurer
Temporary Secretary**

KINGSMILL HOMEOWNERS ASSOCIATION

Minutes of the Board of Directors Meeting

JULY 25, 2011

A special Board of Directors meeting was called to order by Vice-President Nelly Slaughter at 7:00 p.m.

Board Members present; Robert Peters
Susan Kvasnok
Nelly Slaughter
Norman Miller
Christina Ray
Devin Swanson

Guest members present: Alina Miller
Stafford Slaughter
Trish Myers
Kathy Shelander
Ray Jordan
Geraldine Jordan

Issue to be discussed: Contract for lawn maintenance and Front entrance

re-landscaping

- Nelly Slaughter and Norman Miller called this meeting to address some confusion as to several amounts for lawn care that were listed in an email sent out to the Board by Nora Foster. \$1350.00, \$1500.00 and \$1900.00 were said to be bids that had been submitted by Firehouse Lawn Services. Clarification is needed on this email regarding what specific bids were on the table.
- At present time Firehouse Lawn Services (owner Kim Bolognini) is working as the lawn maintenance contractor for Kingsmill HOA but is not on a contract. He is working on a month to month basis as the 2010 contract expired at the beginning of 2011, until such time that a new contract is signed by the HOA.
- The \$1500.00 bid for lawn services was never discussed at any Board meeting and is not a consideration.
- A new proposal by Firehouse Lawn Services was submitted to the Board on 7/19/2011 in the amount of \$1900.00 monthly which would entail the following services:
 1. Fertilizer
 2. Chemical weeding
 3. Chemical edging
 4. Mulching
 5. Fence repair
 6. Sprinkler repair
 7. Tree/shrub trimming
 8. Debris removal
 9. Semi-annual plantings

This proposal was discussed at a Board meeting and was voted against by the Board.

- At a previous Board meeting a total amount was tallied of all the lawn maintenance that was paid for last year. A total of (OVER 24000 INCL WALL REPAIR) \$22,800.00 was spent on lawn care, and additional maintenance for all the common areas of Kingsmill. This amount divided by 12 months equals to the \$1900.00 monthly bid submitted for lawn and common area maintenance. This bid was also denied by the Board as it was too costly.
- An amended proposal was submitted by Firehouse Lawn Services with a monthly increase of \$150.00 over the 2010 proposal at a total of \$1350.00 monthly. The services would remain the same as listed in the 2010 proposal. This proposal was not available at this meeting.
- Bob Peters stated that the proposal was voted on in a previous Board meeting and passed. However, Nelly Slaughter questioned this as she didn't recall the meeting where this proposal was voted upon and approved. The minutes were requested but as the Secretary, Nora Foster, was not present Bob Peters will contact her and ask her for the minutes in question. He stated that he initialed the contract and that the HOA is legally bound to abide by the contract.
- Firehouse Lawn Services has not yet been paid the new proposed rate for lawn services he has provided to date.

- **Bob Peters submitted a motion to accept Firehouse Lawn Service's bid of \$1350.00 monthly (an increase of \$150.00) to include all of the services listed on the 2010 proposal. Devin Swanson seconded the motion with the caveat that the contract extend only to April of 2012. Norman Miller, Susanne Kvasnok, Nelly Slaughter, Bob Peters, Devin Swanson and Christina Ray all voted to approve this bid. This vote supersedes the previous vote that was in question.**
- **Kathy Shelander (guest) wanted to know who maintained the ponds and it was clarified that Ecor treats the ponds, whereas Firehouse Lawn Services maintains the banks of the ponds inclusive of mowing and cleaning debris from banks as well as fishing debris out of the ponds **ABOVE AND BEYOND HIS CONTRACT.****
- **Front Entrance questions arose regarding re-planting the area. When the City of Melbourne has completed their work, then this area will need re-landscaping. The Board will solicit three bids from landscape contractors detailing design, plants and cost for the center island and east and west gardens, which will then be discussed at a Board meeting.**
- **Stafford Slaughter and Alina Miller have volunteered to be Board members and will submit their applications for consideration by the Board.**

- **Bob Peters calls the meeting to adjournment at 8:00 p.m.**

KINGSMILL HOMEOWNERS ASSOCIATION

**Minutes of the Board of Directors Meeting
August 8, 2011**

A regular Board of Directors meeting was called to order by President Bob Peters at 7:05 p.m. at his home.

Board Members Present: Bob Peters Nelly Slaughter
 Devin Swanson Christina Ray
 Nora Foster Susanne Kvosnak
 Norman Miller Ronnie Miranda

Treasurer's Report: Bank Balance as of August 8, 2011

Checking	\$58,117.08
Savings	6,366.25
	<hr/>
	\$64,483.33

Per the agenda:

(2) Discussion of Emergency July meeting – No one had anything to discuss regarding the meeting.

a) Volunteer need to look into bids for May 2012 lawn maintenance contract. – In addition to Firehouse Lawn and Maintenance, Nelly Slaughter will get three additional estimates for next years contract.

b) Discussion of 1 voter per household. - Bob Peters will consult an attorney regarding whether two members of the same household can be voting members of the Board of Directors. Both Nelly Slaughter's husband and Norman Miller's wife, submitted applications to be on the board. Their applications will be addressed after we have resolved the above issue.

(3) Discussion of receiving additional board members. – It was the general consensus of the board that if there were more members, then more may get accomplished. It was also discussed that with a large number of members it may be harder to get a consensus on issues.

(4) Plans for front entrance.

a) The city of Melbourne redid the curbing on the center isle of the front entrance. The work is not complete as the bricks need to be relayed and the signs removed. Bob had plans to discuss that issue with the City of Melbourne.

b) Before we get bids for the front entrance it was decided that Devin will check on hiring a Landscape Architect to help us decide options on how to address the planting etc. Once we have plans we will need a volunteer to obtain 3 bids, including Firehouse, for the board to vote on.

New Business

Vehicles in retention pond area.

- Vehicles were parked inside East retention pond fenced area. Drivers of vehicles were asked not to enter the fenced area with vehicles due to the embankment issues.
- We will not be changing locks
- (4) No Trespass signs for ponds and parks will be purchased
- (2) nor parking on grass signs will be purchased

Parks and Playground

- Christina will bring plans of new equipment to the next meeting.

Fencing along Lake Washington Road

- Norman questioned the possibility of providing uniform fencing for the homes backing up to Lake Washington Road. It was briefly discussed and due to the fact that there are on-going erosion issues, we decided to table the issue until such time as the ditch is filled in and a permanent wall could be constructed.

Retention Pond Banks

- Devin will provide contact names of engineers that may be able to help with the bank erosion problems that we have in the retention ponds.

Front Entrance Center Isle

- Bob will talk with Firehouse Lawns and Maintenance, KM about doing some temporary “fixing up” of the front entrance until such time as we have had time to decide a more permanent solution. The board authorized up to \$300.00.

Meeting was adjourned @ 7:51p.m.

Nora Foster, Treasurer
Temporary Secretary

Minutes of the Board of Directors Meeting

October 10, 2011

A regular Board of Directors meeting was called to order by President, Bob Peters at 7:05 p.m.

**Board Members present: Robert Peters - President
Nora Foster - Treasurer
Susan Kvasnok -Director
Nelly Slaughter –Vice President
Norman Miller - Director
Christina Ray – Director
Randall Miranda - Director
Alina Miller – Secretary/member**

**Board Members not present: Devin Swanson – Director
Stafford Slaughter – Member**

**Treasurers Report: Bank Balance as of 10/10/11 \$52,769.98 Checking
\$ 6,366.25 Savings
\$59,136.23 Total**

Old Business:

Canals - Bids received for clearing and dirt replenishment of east and west banks of the West canal as well as dirt replenishment of the East canal were emailed to Board members prior to the meeting. Real Tree and Green Thumb bids were discussed. Additional information is needed in regards to Green Thumb's bid as their bid was did not seem to add up correctly. Nelly Slaughter will contact them to get further clarification.

The need for dirt replenishment for both canals was discussed. Concern that the new dirt would slide into the canal was addressed. Testing can be done to determine the damage of the banks but Bob Peters stated that the engineer with Universal Engineering Science felt that the testing would be a waste of money.

Green Thumb also suggested that the Association file suit against the developer for the issues that are causing problems. However, Nora Foster stated that the Association had already filed suit and had lost.

An additional bid will also be obtained for clearing and replenishment of dirt of the West canal. Voting on this issue will be tabled until the next meeting.

Ecor – Bid of \$200.00 for spraying of Brazilian Pepper trees was submitted by Ecor. This would cover the Pepper trees on the north side of the West canal. A motion was made by Alina Miller to accept this bid. It was seconded by Bob Peters. The remaining members voted unanimously to have Ecor proceed with the work. They will also spray the Primrose Willows on the banks of the canal as part of their

original contract. Removal of trees is not included. They are requesting that the lawn maintenance company not spray any additional chemicals on the banks of the canal so as to not be in conflict with Ecor's chemicals.

Firehouse Lawn and Maintenance – The bid submitted by Firehouse for work in the West canal was not clear. Nelly explained that she had walked the canal with Kam and tried to get clarification as to what, specifically, the bid included but was unable to get clarity. She also stated that the west bank of the West canal did not appear to have been mowed for some time as the weeds were quite high. Alina Miller had also attempted to walk the East canal with Real Tree and had been unable to proceed past the center berm due to the height of the weeds. It hadn't appeared to have been mowed in quite some time.

In addition, Nelly had received calls from homeowners complaining that Firehouse had not been mowing for some time.

Bob Peters asked that bids be obtained for lawn service for the common areas. Nelly Slaughter will gather these bids. Nora Foster and Alina Miller will pass company names of interested parties on to Nelly.

Parks – Bob addressed this issue to Christina Ray to determine if bids had been obtained for new equipment. She stated that she didn't have any bids available at present time. She will work on getting these together.

New Business:

Newsletter – The newsletter cannot be put together before the community meeting. Nelly had sent out emails regarding input for the newsletter but had not received any responses.

By-laws – Alina Miller asked Bob Peters if he could point out where in the By-Laws it stated that only one member of a household can be a voting member of the Board of Directors. Bob pointed out Article 3 Section 1 "A" that he interpreted to mean that there can only be one vote per household. When asked if he had consulted an attorney as was decided in a previous meeting he stated that he had not. However, that Alina was free to pay for an attorney to look into this matter.

Presidency – Bob Peters submitted his resignation as President of the Association. Meeting was adjourned at 8:00 p.m.

Minutes taken by Alina Miller

Pending approval



Kingsmill Homeowners Association

P.O. Box 361834 ♦ Melbourne, Florida 32936

www.kingsmill-hoa.com

Minutes of the Board of Directors Meeting

November 14, 2011

A regular Board of Directors meeting was called to order by Vice- President, Nelly Slaughter at 7:05p.m.

Board Members present: **Nelly Slaughter –Vice President**
Susan Kvasnok -Director
Norman Miller - Director
Alina Miller – Secretary/member
Stafford Slaughter - member

Board Members not present: **Christina Ray**
Nora Foster
Ronnie Randall

Guest present: **James Teele**

Old Business:

- Community meeting minutes – **The minutes were approved by Nelly, Norman and Susanne.**
- Budget Report – **The treasurer, Nora Foster, was not present at the meeting. She had submitted all the treasurer’s files, records and checkbook to Nelly Slaughter prior to the meeting. She had included a budget from last year for the Board to review but nothing was ready for this meeting.**
- Park update – **The Park Committee consisting of Christina Ray was not present at the meeting. There were no bids or information submitted for discussion. However, questions arose regarding the status of Kingsmill parks.**
 1. **Are the parks considered commercial or residential?**
 2. **Can we get a letter from the City stating whether we are commercial or residential?**
 3. **Is the equipment safe to remain or should it be removed until new equipment is purchased?**
 4. **Can the Board request volunteers for the removal of the playground equipment in the East park as soon as possible to avoid injuries to children? A community email or sign at the front entrance can be generated requesting assistance.**
 5. **Are there guidelines to abide by in regards to the set-up of the park equipment..i.e. underlayment, size, configuration, and age limits?**
 6. **What is the present budget for the park equipment?**

It was decided by the Board to submit these questions to Christina so that she could get some clarification.

- Commercial vehicles violation letters – **Susanne to send a letter to the homeowner’s that have a Dustin’s van and a Bright House vehicle parked in the driveway requesting that the vehicles be removed. A question was brought up regarding the City code regarding commercial vehicles as to whether the weight of the vehicle was a consideration for violation. Guest Jim Teele, a member of the Code Compliance Board for 8 years, stated that the weight is not a consideration according to City Code. The question is whether the vehicle is parked in the driveway or on the street.**
- Attorney update – **There is no attorney on retainer. However, this issue has been tabled until January when a list of possible attorneys will be presented to the Board for review.**

New Business

- 2012 Budget - **The members of the Board present discussed last year’s budget and agreed to amend the budget for lawn maintenance and rental of church facilities for community meetings to reflect an increase in cost. Alina Miller moved that the budget be approved. Stafford seconded motion and all approved the new budget.**
- Dues letter – **Nelly to work with Nora on the dues letter and newsletter. The Dues letter should be sent out by the end of the month.**
- December meeting- **Due to the busy holiday season it was decided to not hold a December meeting.**

- Letters to homeowner's on the canals – A letter had been drafted by Alina Miller to be sent to all homeowner's who live on the canals regarding the HOA fence that is being damaged by plants, vines, shrubs and trees owned by the homeowners. Nelly Slaughter suggested that this letter be tabled until January in order for the new President to review with the Board.
- Liability for fence repair – A homeowner on Nobility Ave had submitted a complaint regarding fence damage due to her plants crushing the fence after the last “no Name” storm. However, since it was her tree that crushed the HOA fence the liability should remain with her. Per Jim Teele, in the past homeowners were required to either get the fence repaired by their own company or the HOA would repair the fence and bill the homeowner. A letter will be drafted to send to all homeowners on the canal explaining their liability.
- Gate Locks - At a previous meeting it was suggested that the two gates on Lake Washington receive keyed locksets with the keys being given to Ecor and Firehouse Lawn maintenance. This would ensure that only these two companies would have access to the ponds through that entrance. The gates in the parks would have combination locks with the combination available to any homeowner who requested the information. However, because Longwood also uses the gate at the East canal the Board decided to use only combination locks on all gates with the combination remaining the same. Nelly will purchase the 3 missing locks.
- Front entrance redesign – Alina Miller submitted two proposals to the Board from New Visions and Landscape Depot. Both bids total over \$5000. She also had Perez Landscaping review the project but they never submitted a proposal. New Visions stated that if we should approve their bid that we decide in January and get on their schedule as they book up quickly. This project was tabled until January's meeting
- Lights for front entrance – Christmas lights are presently at Bob Peters storage unit. He is supposed to get the lights to the Millers. He also has the extra lights from the front entrance wall. Jim Teele offered to store the lights in his unit should we need the space.
- Clearing of the West ponds – Alina Miller had received bids from Palm Bay Tree service and is waiting for a bid from A Fast Response Tree service regarding the clearing of the west bank of the west pond. Palm Bay Tree Service is charging \$17000.00 to clear the bank. Green Thumb will be returning to the pond to resubmit a bid for clearing the bank. This project has been tabled until all bids have been received.
- Head Wall – Guest Jim Teele submitted his proposal to address the problem with the head wall on the east pond leading in to the County ditch. He spoke with the County regarding this issue. He doesn't feel that we have to move on this project immediately as any work would have to wait until the dry season begins in January. He submitted a drawing of the area and explained that a new pipe would have to be extended from the junction box inside the fence to the County ditch and a new head wall would be poured in place. A permit would need to be pulled for this project and a general contractor would be hired to complete the work. Nelly asked whether this work would last and Jim explained that it would last at least 30-40 years. Norman Miller asked if a possible repair would be to use cables to attach pipe to the headwall. Jim explained that this repair would not be possible. Jim is willing to take on the project until completion. He will get bids on the repair work.
- Review of lawn maintenance companies – Alina Miller had obtained 3 bids for the lawn maintenance of the subdivision. This will be reviewed in January.
- New board members – Applications from Jim Teele and Stafford Slaughter have been received but this has been tabled until January.

- Next meeting - Monday, January 9, 2012 at 7:00 p.m. Location to be determined.

Meeting was adjourned at 8:20 p.m.

Minutes taken by Alina Miller

Pending approval

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November 14, 2011**

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Alina Miller – Secretary/member
Stafford Slaughter - member**

Board Members not present:

Christina Ray

Nora Foster

Ronnie Randall

Guest present: James Teele

Old Business:

Community meeting minutes – The minutes were approved by Nelly, Norman and Susanne.

Budget Report – The treasurer, Nora Foster, was not present at the meeting. She had submitted all the treasurer's files, records and checkbook to Nelly Slaughter prior to the meeting. She had included a budget from last year for the Board to review but nothing was ready for this meeting.

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Next meeting - Monday, January 9, 2012 at 7:00 p.m. Location to be determined.

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Minutes taken by Alina Miller

Pending approval

