

KINGSMILL HOMEOWNERS ASSOCIATION

P.O. Box 361834
Melbourne, FL 32936-1834

The semi-annual homeowners association meeting was called to order at 7:04 PM on 26 March 2013 by President Stafford Slaughter. The following board members were present:

Stafford Slaughter - President
Dennis Thompson – Secretary
Jim Teele – Treasurer
Suzanne Kvasnok – Director

There were fifteen people present.

The minutes of the January meeting were read and approved as corrected.

TREASURER’S REPORT

Treasurer’s report was read and approved. Checking account balance is \$68,348. Savings account balance is \$6,370.

Jim Teele stated there were 47 homes that still owe 2013 dues totaling \$6,345. Twelve owners stated they had sent checks but could not provide proof of payment. Jim contacted the management company to see if they had any checks that were erroneously sent to them and they had none.

OLD BUSINESS

Jim Teele provided a detailed update on the flood control project that has previously been approved by the county. He stated the project will be done in phases and must be completed before 1 Oct 2014, the day the funds expire.

The community yard sale is May 18, 2013.

Jim Teele will purchase the previously approved lights for the front entrance.

Jim Teele said he would have a quote for the park electrical renovation soon.

Bridgette Sias will get details for playground equipment in both parks.

It was recommended that the sign for the meeting be displayed sooner than it was this time giving more people the opportunity to see it.

NEW BUSINESS

A lengthy discussion was held about work on the west retention pond. A motion and second was made to have Jim Teele work with St Johns waterway on the engineering design. Motion approved.

Motion and second for Jim Teele to get a quote for trimming the trees on the north end of the east retention pond. Motion approved.

A discussion was held about getting checks signed at a meeting anticipating the bills coming in the next month so they could be written and sent out immediately instead of having to wait till the next meeting.

Bob Jenson asked of the fence behind his house could be repaired. Bob Peters will get with the fence company to look at the fence poles behind the Jensen property and the two houses south of the park on the east pond.

A discussion was held about getting a flag that had been flown over the capital to use for special occasions or folks could use their own flag if they have one. Special occasions include death of military active duty or retired military living in the neighborhood. Motion and second, motion approved.

Dennis Thompson stated that if folks have articles for the newsletter to please send them to him and he will compose the document.

The next association meeting will be October 22, 2013, 7 PM at Beef O'Bradys.

CLOSING

There being no further business to come before the board, the meeting was closed at 8:22 PM.

Dennis Thompson
Secretary

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The board of directors meeting was called to order at 7:02 PM on 23 April 2013 by Secretary Dennis Thompson. The following board members were present:

Dennis Thompson – Secretary
Jim Teele – Treasurer
Alex Gunnels – Director

There were five people present.

The minutes of the March meeting were read and approved as corrected.

TREASURER'S REPORT

Treasurer's report was read and approved. Checking account balance is \$67,612. Savings account balance is \$6,370.

Jim Teele stated there were 41 homes that still owe 2013 dues totaling \$5,535. Jim discussed sending 3 estoppel letters resulting in collecting back dues of \$540.

OLD BUSINESS

No quote yet for the park electrical work.

No quote yet for the tree trimming on the north end of the east pond.

NEW BUSINESS

A discussion was held concerning how we could force someone to paint their house. Nothing in the deed restrictions states we can do that. The only option is to call city code enforcement.

Ed Gunnels is chairman of the architectural committee. Gerry Love has been removed from the committee.

CLOSING

There being no further business to come before the board, the meeting was closed at 7:45 PM.

Dennis Thompson
Secretary

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The board of directors meeting was called to order at 7:07 PM on 28 May 2013 by Secretary Dennis Thompson. The following board members were present:

Dennis Thompson – Secretary
Jim Teele – Treasurer
Alex Gunnels – Director

There were six people present.

The minutes of the April meeting were read and approved.

TREASURER'S REPORT

Treasurer's report was read and approved. Checking account balance is \$66,789. Savings account balance is \$6,370.

Jim Teele stated there were 38 homes that still owe 2013 dues totaling \$5,130. We collected dues from sales of homes totaling \$800. Jim discussed giving all board members read only access to the bank account.

OLD BUSINESS

Jim Teele will provide Alex Gunnels welcome letters on letterhead.

Jim will prepare registered letters to send out to homeowners late paying dues.

NEW BUSINESS

Stafford Slaughter resigned from the board on 28 May 2013. Board accepted resignation.

Alex Gunnels resigned as director on 28 May 2013. Board accepted resignation.

A motion and second to appoint Ed Gunnels interim President to complete the 2013 term. Board approved.

Alex Gunnels is now the architectural committee chairperson.

A motion and second was made to pay all pre-approved bills (budgeted items) electronically. Board approved.

Ed Gunnels will contact code enforcement to ask if properties in the neighborhood under foreclosure have been registered by a representative of the caretaker company.

CLOSING

There being no further business to come before the board, the meeting was closed by Ed Gunnels at 8:47 PM.

Dennis Thompson
Secretary

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The board of directors meeting was called to order at 7:01 PM on 25 Jun 2013 by President Ed Gunnels. The following board members were present:

Ed Gunnels - President
Dennis Thompson – Secretary
Jim Teele – Treasurer
Susanne Kvasnok – Director
Vacant – Director

There were seven people present.

The minutes of the May meeting were read and approved.

TREASURER’S REPORT

Treasurer’s report was read and approved. Checking account balance is \$66,235. Savings account balance is \$6,370.

Jim Teele stated there were 21 homes that still owe 2013 dues totaling \$2,835. Two homeowners were approved to be on a payment plan for their dues due to hardships.

OLD BUSINESS

Ed Gunnels recommended that bill paying remain as is for the remainder of this interim term versus paying electronically.

Jim is working with Eau Gallie Electric on the island lights, sign lights and park lights.

2488 Majestic and 2414 Empire do not have required representatives controlling the properties. Ed Gunnels notified code enforcement about both properties.

Susanne Kvasnok gave Alex Gunnels two architectural review applications that had previously been approved.

Jim Teele collected bank account access forms from the board members and will create their accounts.

NEW BUSINESS

Ed Gunnels identified two swings in the east park that are broken. Need to survey and determine if they need replacement or repair.

Ed Gunnels found an additional property – 2626 Nobility that needs attention and he will contact code enforcement.

Jim Teele got a quote to replace the dead palm tree at the front entrance for \$450. A motion and second to accept the bid. Board approved. The contractor will also attend the plants on the island.

Several people inquired about the pump in Longwood's pond. Jim attempted to contact a board member but could not reach them.

CLOSING

There being no further business to come before the board, the meeting was closed by Ed Gunnels at 7:51 PM.

Dennis Thompson
Secretary

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The board of directors meeting was called to order at 7:00 PM on 23 Jul 2013 by President Ed Gunnels. There following board members were present:

Ed Gunnels - President
Dennis Thompson – Secretary
Jim Teele – Treasurer
Susanne Kvasnok – Director
Vacant – Director

There were eight people present.

The minutes of the Jun meeting were read and approved.

TREASURER’S REPORT

Treasurer’s report was read and approved. Checking account balance is \$60,207. Savings account balance is \$6,370.

Jim Teele stated there were 17 homes that still owe 2013 dues totaling \$2,295. The two homeowners that were previously approved to be on a payment plan for their dues due to hardships are now paid current.

Jim Teele reported that ten estoppel letter have been sent to date this year.

OLD BUSINESS

2488 Majestic does not have a representative managing the property.
2414 Empire does have required representative managing the property.
Ed Gunnels notified code enforcement about both properties not being properly maintained.
2626 Nobility is being maintained and does have a property manager.

There was a motion and second to have a swing in the east park repaired. Motion approved. Ed will contact Playloft and tell them to proceed with the work.

Jim Teele will create bank their accounts for the directors.

Bridget is looking into several avenues to replace or upgrade the park play equipment for both parks. She will provide material and install costs likely at the Sep meeting.

Jim Teele will meet with Eau Gallie electric the first week in Aug to look over the electrical projects in the parks and front entrance.

NEW BUSINESS

Code enforcement was called on the property at 2612 Kingdom but they have not yet responded.

The abandon vehicle at 2501 Empire has been removed. There is still no action to remove the one at 2572 Majestic.

The tree trimming and cleanup contract was approved by votes of the board members through e-mail. Dennis Thompson notified the contractor to proceed upon receipt of his liability insurance of which was provided by his insurance agent.

Code enforcement was notified by a neighbor about the property at 2528 Nobility and its excessively high grass.

The Holmes Family on Kingdom has volunteered to do the Christmas decorations at the front entrance this year.

The board discussed the level of service by the lawn contractor. Jim Teele will provide a copy of the contract to the board members.

Susanne presented a curb painting ad.

Ed Gunnels held a brief discussion about AT&T U-Verse.

CLOSING

There being no further business to come before the board, the meeting was closed by Ed Gunnels at 8:07 PM.

Dennis Thompson
Secretary

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The board of directors meeting was called to order at 7:01 PM on 27 Aug 2013 by President Ed Gunnels. The following board members were present:

Ed Gunnels - President
Dennis Thompson – Secretary
Jim Teele – Treasurer
Susanne Kvasnok – Director
Vacant – Director

There were six people present.

The minutes of the Jul meeting were read and approved.

TREASURER'S REPORT

Treasurer's report was read and approved. Checking account balance is \$58,929. Savings account balance is \$6,370. Dues received but not deposited \$525.

Jim Teele stated there were 14 homes that still owe 2013 dues totaling \$1,890.

Jim Teele reported that eleven estoppel letters have been sent to date this year.

There was a motion and second to charge \$100 for completing the estoppel letters. Motion approved.

Notices to delinquent owners will be mailed approximately 1 Sep.

OLD BUSINESS

East playground swing was repaired and the bill was paid. Ed Gunnels passed on Bridget Sais information to Mark Dobson so he could contact her about the park equipment plans. Ed also stated he has several neighbors ready to work on the parks when Bridget is ready.

The Holmes family inquired as to what the budget was for Christmas decorations. They also want to know if there are any volunteers to help decorate. Additionally, they asked where the current decorations were. Lastly, what is the timeline for putting up the decorations?

The two vehicles at 2572 Majestic were cited for expired tags. One was moved but the other has not been.

The property at 2528 Nobility has been cited for high grass. The lawn was mowed once since the citing. LPS is the Property Manager. One West Bank holds the mortgage. The trailer that was parked in the yard at 2598 has been moved.

2488 Majestic is progressing nicely. There is a new fence, lawn has been mowed, and there has been some landscaping. The house is being “flipped”.

Ed asked what the status of Myers Lawn taking over the canal contract was. Dennis stated he would get a quote.

There was a motion and second to approved the Eau Gallie Electric quote for \$3,233 for the front entrance and the parks. Motion was approved.

Jerry Willoughby presented quoted for park equipment. There was a lengthy discussion about the quotes. A motion and second was made to spend \$6,000 on the equipment. This will be enough equipment to outfit both parks. Jim Teele will order the equipment in the next week.

Dennis stated there was still no contact from the fence company. Jim said he would contact them.

NEW BUSINESS

A neighbor complained about the grass at 2755 Kingdom. Ed called code enforcement and the yard was mowed the same day.

Bridget Sais will submit an article for the Grapevine for the parks. Ed Gunnels will also do an article for the Grapevine. Dennis requested he have the inputs NLT 10 Sep.

CLOSING

The next meeting was scheduled for 23 Sep.

There being no further business to come before the board, the meeting was closed by Ed Gunnels at 8:55 PM.

Dennis Thompson
Secretary

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The board of directors meeting was called to order at 7:00 PM on 30 Sep 2013 by President Ed Gunnels. The following board members were present:

Ed Gunnels - President
Dennis Thompson – Secretary
Jim Teele – Treasurer
Susanne Kvasnok – Director
Vacant – Director

There were twelve people present.

The minutes of the Aug meeting were read and approved.

TREASURER'S REPORT

Treasurer's report was read and approved. Checking account balance is \$48,630. Savings account balance is \$6,370. Dues received and deposited but not yet posted \$369.

Jim Teele stated there were 11 homes that still owe 2013 dues totaling \$1,485.

Jim Teele reported that fourteen estoppel letters have been sent to date this year.

A motion and second to file liens on 9 residences as of 8 Oct 13.

2626 Nobility is closing so no lien will be filed.

OLD BUSINESS

Jim Teele is meeting with EG Electric on 1 Oct to finalize the work order for the parks and the front entrance. A discussion ensued about motion sensors in the park pavilions. No action taken.

Terry Banta will contact some fence companies about the repairs. Jerry Willoughby recommended we charge the homeowner for gate area repairs. Jerry and Terry will walk the fence lines to determine what needs to be replaced.

Need to revisit sending letters to Ranchwood residents about excessive vegetation growing on our fence from their side.

Discussion on how we finalize the playgrounds in terms of drainage and vegetation control. Ed will contact someone on how we should proceed.

Deficit playground equipment was ordered and will be shipped NLT 1 Oct 13. Two additional seats cost \$63.81.

Dennis presented contract for mowing around the ponds and recommended the board review the quote and discuss at the Oct meeting.

Eric Brown made a motion that was seconded that the Kingsmill HOA Facebook site is not to be used for official business. The Kingsmill HOA website is the official website for conducting business. Motion carried.

NEW BUSINESS

Ed introduced Terry Banta as the Christmas light decoration chairperson. She will contact Alina about the existing equipment. Dennis made a motion that was seconded to provide reimbursements to Terry up to \$500 for decorations. Motion carried.

The Oct meeting is the annual association meeting. There will be appointments of new officers.

Susan Willoughby volunteered to fill the vacant director position and was voted in by the board.

Ms. Middlehoff complained about people selling items at the entrance to the subdivision. Ed resolved.

A discussion about the front entrance plant ensued. Several plants were dying and need replaced. The lawn contactor is working to make it look better.

Dennis will contact Nelly Slaughter about the garage sale.

Jim Teele presented a proposed budget for 2014. He recommends a 10% increase in dues. Dennis will look into notification timeline of increase in annual assessment.

Dennis will talk to the city about more speed limit signs.

There was a motion, second and approval to have Myers Lawn to work the north end of the east pond and trim vegetation down to the waterfront. Additionally, to have them trim trees in the front entrance. Cost is \$960.

Jerry Willoughby represented the association at a MPD community relation council meeting at Carver Park.

CLOSING

The next meeting was scheduled for 22 Oct. There being no further business to come before the board, the meeting was closed by Ed Gunnels at 9:00 PM.

Dennis Thompson, Secretary

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The annual homeowner's association meeting was called to order at 7:00 PM on 22 Oct 2013 by President Ed Gunnels. The following board members were present:

Ed Gunnels - President
Dennis Thompson – Secretary
Jim Teele – Treasurer
Susanne Kvasnok – Director
Susan Willoughby – Director

There were eighteen people present.

The minutes of the Sep meeting were read and approved.

TREASURER'S REPORT

Treasurer's report was read and approved. Checking account balance is \$47,434. Savings account balance is \$6,370.

Jim Teele stated there were 11 homes that still owe 2013 dues totaling \$1,485.

Jim Teele reported that seventeen estoppel letters have been sent to date this year.

OLD BUSINESS

Jim Teele is still working with EG Electric finalizing the front entrance lights. He asked for one more week to finalize.

Ed Gunnels contacted Pence about the playgrounds and drainage. They recommended we put down pea gravel with sand or just sand. Both would drain very well. There was a discussion about using galvanized straps to secure the equipment. There was also a discussion about landscaping the entire area in the parks.

Terry Banta and her team will work to get the Christmas lights up before Thanksgiving. Need to get the vegetation trimmed prior to decorating. Jim and Terry will meet with the landscapers on 26 Oct to discuss trimming.

The board approved the contract for Myers Lawn to maintain the common areas starting in Jan 14. There was a discussion about the number of cuts per year. Would we be charged extra if it exceeded the 40 cuts? There was a recommendation that we get maps of the subdivision and identify what needs to be maintained around the entire neighborhood. A request was made for Ryan not to park at the end of the entrance island.

Jerry Willoughby walked the fence lines in the subdivision and developed a detailed report of what needs to be done to replace or repair them. He recommends that the homeowner be responsible for the gate and the restructure of the fence around the gate area. Recommends we establish a minimum standard for fence /gate requirements and re-address the work at the next meeting. Terry Banta contacted four fence companies.

Facebook continues to grow. To date there are 57 members across 48 households.

There was no architectural committee activity.

NEW BUSINESS

There was a lengthy discussion about the proposed 2014 budget presented by Jim Teele. The budget included a 10% increase - \$148.50. There was a motion and second to approve the budget. Motion carried.

There was a discussion about algae in the ponds. Jim Teele will speak with Ecor about better control.

The current board was re-elected by the homeowners. Election of officers was held. Here are the persons filling the positions:

Dennis Thompson – President
Ed Gunnels – Secretary
Jim Teele – Treasurer
Susanne Kvasnok – Director
Susan Willoughby - Director

CLOSING

The next meeting was scheduled for 2 Dec to not interfere with Thanksgiving plans. There being no further business to come before the board, the meeting was closed by Ed Gunnels at 8:41 PM.

Dennis Thompson, Secretary

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The board of directors meeting was called to order at 7:00 PM on 2 Dec 2013 by President Ed Gunnels. There following board members were present:

Ed Gunnels - President
Dennis Thompson – Secretary
Jim Teele – Treasurer
Susanne Kvasnok – Director - Absent
Susan Willoughby – Director

There were eight people present.

The minutes of the Oct meeting were read and approved as amended.

TREASURER'S REPORT

Treasurer's report was read and approved. Checking account balance is \$45,530. Savings account balance is \$6,370.

Jim Teele stated there were 9 homes that still owe 2013 dues totaling \$1,215.

Jim Teele reported that nineteen estoppel letters have been sent to date this year.

OLD BUSINESS

The front entrance electric is complete. EG Electric has started on the project in the east park and will then move to the west park. All light fixtures are LED. The GFI was replaced at the meter. GFIs will be installed at both parks. Light fixtures are on order for both parks.

Installed new swings in the east park. Ed spoke with a security company who recommended we post signs in the park that state they are under surveillance. The two captains wheels have been stolen and the slides have been creased. Chris Butler volunteered to lead the effort on landscaping around the equipment. Jerry Willoughby recommended changing the hooks on the swings to S-hooks.

Christmas decorations were completed on 1 Dec.

A detailed discussion was held about the two quotes for the fence repairs. A motion and second to award the contract to Superior Fence was passed. Dennis will contact them and tell them to proceed with the work.

Facebook continues to grow. To date there are 61 members.

There were two applications submitted to the ARC and were approved by the chairman.

NEW BUSINESS

Dennis Thompson takes over as president on 1 Jan and Ed Gunnels assumes the treasury duties.

Dues notices will be sent out in the next few days.

The front entrance needs two new signs. The walls will be pressure washed before the new signs go in.

Future Projects include a message board at the front entrance and the completion of the south end of the west pond.

2014 Meeting Dates:

22 Jan

19 Feb

26 Mar will be the semi-annual meeting

30 Apr

21 May

25 Jun

23 Jul

25 Aug

24 Sep

22 Oct will be the annual meeting

19 Nov

Dates are subject to change based on the review of calendars.

3 May and 4 Oct will be the semi-annual garage sale dates.

CLOSING

The next meeting was scheduled for 22 Jan. The meeting was closed at 9:23 PM by Ed Gunnels.

Respectfully Submitted

Dennis Thompson, Secretary