

# KINGSMILL HOMEOWNERS ASSOCIATION

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

The board of directors meeting was called to order at 7:00 PM on 22 Jan 2014 by President Dennis Thompson. The following board members were present:

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

There was one additional person present.

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

## TREASURER'S REPORT

Treasurer's report was read and approved. Checking account balance is \$65,454. Savings account balance is \$6,371. Total \$71,825.

Jim Teele stated that approximately 60% of 2014 HOA dues have been paid. Dues notices for 2013 and 2014 were sent to nine residents.

Kingsmill budget for 2014 is \$47,965.

Jim Teele reported that one estoppel letters has been sent to date this year.

Jim Teele passed out user information to SunTrust with each board member having their own ID and password.

## OLD BUSINESS

The board prioritized projects to be addressed in the future.

- a) East and West park project completion.
- b) East wall at front entrance has cracks and needs repairs. Quotes.
- c) West wall at front entrance concrete crown has cracks and is crumbling.
- d) New front entrance "Kingsmill" signs.
- e) Information board to be located at north end of entrance island.
- f) West retention pond. Cost estimate on dirt work. St. John's River Mgmt. permission.  
(note: a new board is not fully informed of these projects. It is hereby recorded.)

Christmas Decorations have been removed and stored.

Board will be sending out a March edition of the Grapevine. Please submit articles. Dates have been established for the 2014 Kingsmill HOA board meetings

Discussion was held on an interlocking plastic system to be used in our east and west playgrounds as a border. Name of company is Gametime. Jim Teele to investigate pricing. Jerry Willoughby to coordinate with Chris Butler.

Superior Fence was waiting for a letter to proceed from Kingsmill. Letter was to be sent to homeowners about tree and branch removals. Meyers Landscaping to do the cutting.

## **NEW BUSINESS**

Status of parks.

Status on fence repairs

Facebook Activity.

Architectual Compliance Committee.

## **CLOSING**

The next meeting was scheduled for 26 Mar. The meeting was closed at 8:22 PM by Dennis Thompson.

Respectfully Submitted  
Ed Gunnels, Secretary

# KINGSMILL HOMEOWNERS ASSOCIATION

P.O. Box 361834

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The board of directors meeting was called to order at 7:00 PM on 19 Feb. 2014 by President Dennis Thompson. The following board members were present:

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

There were four additional people present.

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

## **TREASURER'S REPORT**

Treasurer's report was read and approved.

Checking Acct. Balance \$62,564.28

Savings Acct. Balance 6,371.14

Total 68,935.42

Checks to be deposited 2,835.37

Cash Available \$71,770.79

Jim Teele stated that approximately 67% of 2014 HOA dues have been paid. Dues notices for 2013 were sent to eight residents.

Kingsmill budget for 2014 is \$47,965.50

Jim Teele reported that three estoppel letters has been sent to date this year.

## **OLD BUSINESS**

Board will be sending out a March edition of the Grapevine. Please submit articles.

Dates have been established for the 2014 Kingsmill HOA board meetings

Superior Fence was waiting for a letter to proceed from Kingsmill. Letter was to be sent to homeowners about tree and branch removals. Meyers Landscaping to do the cutting. Projected start date was Feb. 18, 2014 at NW of retention pond on Empire Ave.

Complaint from residents of Longwood regarding east playground lights shining through their windows. Jim Teele working with Eau Gallie Electric to resolve this problem.

Kingsmill front entrance signs to be replaced. Jim Teele getting quotes.

## **NEW BUSINESS**

Status of parks.

Status on fence repairs

Facebook Activity.

Architectural Compliance Committee.

## **CLOSING**

The next meeting is scheduled for 30 Apr. The meeting was closed at 7:54 PM by Dennis Thompson.

Respectfully Submitted  
Ed Gunnels, Secretary

**KINGSMILL HOMEOWNERS ASSOCIATION**

P.O. Box 361834

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The board of directors meeting was called to order at 7:00 PM on 26 March 2014 by Treasurer James Teele, acting on behalf of absent President Dennis Thompson. The following board members were present:

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

There were five additional people present.

The minutes of the Feb. meeting were read and approved.

**TREASURER’S REPORT**

Treasurer’s report was read and approved.

Checking Acct. Balance	\$63,833.31
Savings Acct. Balance	6,371.14
Total	70,204.45
Checks to be deposited	2,482.00
Cash Available	\$72,686.45

Jim Teele stated that approximately 41 (13%) of 2014 HOA dues have not been paid. \$6,088.50  
FY2013 dues unpaid by four homeowners \$1,431.48.

TOTAL	80,206.43
2014 Budget	47,965.50
Net Balance	\$32,240.93

Jim Teele reported that four estoppel letters has been sent to date this year.

**OLD BUSINESS**

Jim Teele getting quotes to replace, the “Kingsmill” front entrance signs.

Fence replacement has started. Superior Fence started in the NW side of Kingsmill progressing south along Empire Ave.

Grapevine newsletter sent out.

Longwood residents complaining about lights from east side park shining into residents homes. Eau Gallie Electric changed light direction.

**NEW BUSINESS**

Front Entrance Plants

Fence Repair Status

Front Entrance Signs Status

Status of parks.

Facebook Activity.

Architectural Compliance Committee.

**CLOSING**

The meeting was closed at 7:54 PM by Jim Teele.

Respectfully Submitted  
Ed Gunnels, Secretary

**KINGSMILL HOMEOWNERS ASSOCIATION**

P.O. Box 361834

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The board of directors meeting was called to order at 7:02 PM on 30 April 2014 by Treasurer Jim Teele acting on behalf of absent Dennis Thompson, President

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

There were two other people present.

The minutes of the March meeting were read and approved.

**TREASURER’S REPORT**

Treasurer’s report was read and approved.

Checking Acct. Balance	\$65,022.37
Savings Acct. Balance	6,371.29
Total	71,393.66
Checks to be deposited	452.94
Cash Available	\$71,846.60

39 (12%) of 2014 HOA dues have not been paid.	\$5,791.50
FY2013 dues unpaid by four homeowners	1,431.48
TOTAL	\$79,069.58
2014 Budget	47,965.50
Net Balance	\$31,104.08

Jim Teele reported that five estoppel certifications have been sent to date this year.

**OLD BUSINESS**

Grapevine newsletter has been sent out.

Superior Fence has started replacing fencing. Starting on the NW side of Kingsmill. Doing a leap frog approach. Residents have areas the crews cannot not get to.

Lighting issue resolved in east playground, where our park light was shining into Longwood residents home. Eau Gallie Electric redirected the lighting.

**NEW BUSINESS**

Facebook now up to 63 people.

ACC reports 1 application received and approved to paint a home.

**CLOSING**

The meeting was closed at 7:54 by Jim Teele.

Respectfully Submitted  
Ed Gunnels, Secretary



**KINGSMILL HOMEOWNERS ASSOCIATION**

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The board of directors meeting was called to order at 7:15 PM on 21 May 2014 by President Dennis Thompson. The following board members were present:

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

There were no other people present.

The minutes of the April meeting were read and approved.

**TREASURER’S REPORT**

Treasurer’s report was read and approved.

Checking Acct. Balance	\$64,319.75
Savings Acct. Balance	6,371.29
Total	70,691.04
Checks to be deposited	00
Cash Available	\$70,691.04

37 (11%) of 2014 HOA dues have not been paid.	\$5,494.50
FY2013 dues unpaid by four homeowners	1,431.48
TOTAL	\$80,206.43
2014 Budget	47,965.50
Net Balance	\$32,240.93

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

**OLD BUSINESS**

Paradise Engravers have measured front entrance signs. Shop drawings in process. Using high grade materials similar to that used on yachts.

Superior Fence not doing as good a job as expected. Kingsmill wants a status report on their progress. Superior owes Kingsmill residents gates that have been paid for.  
Grapevine newsletter sent out.

Myers Landscaping looking at front entrance landscaping. They are to give an estimate. Work to start by May 30.

East playground “apex” roof replaced.

Street pot holes repaired. Thank you call to city of Melbourne for their help. Looking into eventually repaving all streets.

**NEW BUSINESS**

Homeowners on the east retention pond facing bank erosion and fence gapping. LH Tanner Construction Co. looking at east pond, west bank berm to park. Will work on bank erosion. About 450 feet needs fill dirt, grading. As of now we have no price or no contract. This will be accessed and reported back to the board. Jim Teele proposed that Kinsmill get permits from Brevard County and St. John's Water Management for sections of landfill on the west pond. Approximately 80 feet.

Myers, Tanner, and HOA to meet to discuss maintaining the banks.

## **CLOSING**

The meeting was closed at 8:04 by President Dennis Thompson.

Respectfully Submitted  
Ed Gunnels, Secretary

# KINGSMILL HOMEOWNERS ASSOCIATION

P.O. Box 361834

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The board of directors meeting was called to order at 7:03 PM on 25 June 2014 by President Dennis Thompson. The following board members were present:

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

There was one other people present.

The minutes of the May meeting were read and approved.

## TREASURER'S REPORT

Treasurer's report was read and approved.

Checking Acct. Balance	\$64,319.75
Savings Acct. Balance	6,371.29
Total	70,691.04
Checks to be deposited	00
Cash Available	\$70,691.04

37 (11%) of 2014 HOA dues have not been paid.	\$5,494.50
FY2013 dues unpaid by four homeowners	1,431.48
TOTAL	\$77,617.02
2014 Budget	47,965.50
Net Balance	\$29,651.52

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

## OLD BUSINESS

Front entrance signs installed by Paradise Engravers. Good job!

Superior Fence emailed Dennis Thompson, putting on a full crew to complete our fence installation. East side is under way. Superior needs to get behind three residents homes to remove tall grass, oak stumps need removal, and cable locate needed. Several residents want new gates, as well as fence fabric that is needed. Dennis to walk job site on or about July 9. This should complete our work with Superior.

Myers Landscaping planted flowers in our front entrance island as well as the new Kingsmill sign areas. Myers to clear edge front embankment along Lake Washington Road. Tanner Construction still on the books regarding landfill. This is not critical, but Kingsmill still wants the fill dirt.

Dennis Thompson to talk to the City of Melbourne about doing full streets pavement. We need to work with the city on their work load schedule.

## NEW BUSINESS

Jim Teele supplied drawings of new media sign to be placed at the north end of the entrance island. Discussion was held on the model to demonstrate its purpose. Kingsmill is sending the plans to the City to get permits that are needed. Jim to pick up the sign in Clearwater.

Yard-of-the-month idea submitted by Dennis Thompson, to recognize neighbors who have done a noticeable improvement to their property. Including repainting home and landscaping. Incentive for homeowners from appreciative neighbors. Discussion continues on how we will recognize these neighbors.

City removed our "NO SOLITING" sign and other signs that were placed on city owned sign posts. We have verbal approval to replace these signs, at our expense, on the city medium property.

License plate frames saying Kingsmill (across the top) Melbourne FL (across the bottom) As a gift to homeowners to stimulate more involvement in the Homeowners Association and the community. Jim Teele investigating the pricing. A motion was made to purchase 750 frames. (two frames per household) Motion was seconded.

## **CLOSING**

The meeting was closed at 8:09 by President Dennis Thompson.

Respectfully Submitted  
Ed Gunnels, Secretary

# KINGSMILL HOMEOWNERS ASSOCIATION

P.O. Box 361834

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The board of directors meeting was called to order at 7:05 PM on 23 July 2014 by President Dennis Thompson. The following board members were present:

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

There were two other people present.

The minutes of the June meeting were read and approved.

## TREASURER'S REPORT

Treasurer's report was read and approved.

Checking Acct. Balance	\$55,750.26
Savings Acct. Balance	6,371.44
Total	62,121.70
Checks to be deposited	457.88
Cash Available	\$62,579.58

30 (10.8%) of 2014 HOA dues have not been paid.	\$6,502.80
FY2013 dues unpaid by four homeowners	1,897.36
TOTAL	\$70,979.74
2014 Budget	23,982.75
Net Balance	\$46,996.99

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

## OLD BUSINESS

Jim Teele to review media sign before it is purchased. Permits from city are needed before we can install sign.

Dennis Thompson to meet with Superior Fence and review "punch-list" items with them. Complaints from residents regarding fence height, not cementing in the fence posts, east pond area clean up, etc.

Jim Teele to investigate yard-of-the-month recognition sign.

Nominations can be made on the Facebook page and the Homepage.

Nomination criteria needs to be established.

Motion was made and passed that board members cannot participate as recipients of yard-of-the-month

## NEW BUSINESS

Grapevine newsletter released in Sept.

Items of interest

- 1) Announce yard-of-the-month

- 2) Announce Oct community meeting
- 3) Announce Oct community garage sale.
- 4) Volunteers needed to decorate front entrance for Christmas.
- 5) Other ?

## **CLOSING**

The meeting was closed at 7:53PM by President Dennis Thompson.

Respectfully Submitted  
Ed Gunnels, Secretary

# KINGSMILL HOMEOWNERS ASSOCIATION

P.O. Box 361834

Melbourne, FL 32936-1834

The board of directors meeting was called to order at 7:04 PM on 25 August 2014 by Treasurer Jim Teele. President Dennis Thompson arrived at 7:12 PM. The following board members were present:

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

There was one other people present.

The minutes of the July meeting were read and approved.

## TREASURER’S REPORT

Treasurer’s report was read and approved.

Checking Acct. Balance	\$54,011.76
Savings Acct. Balance	6,371.44
Total	60,383.20
Checks to be deposited	100.00
Cash Available	\$60,484.20

30 (10.8%) of 2014 HOA dues have not been paid.	\$6,502.80
FY2013 dues unpaid by four homeowners	1,897.36
TOTAL	\$68,883.36
2014 Budget (33%)	15,988.50
Net Balance	\$52,894.86

Twenty (+3) Estoppel Certifications requested this year.

## OLD BUSINESS

Dennis Thompson met with Superior Fence and reviewed “punch-list” items with them. East side walk through is scheduled and trash needs to be removed. Completing first phase of fence project. Bills to be sent to homeowners who requested new gates, etc.

New media sign is in our possession. Final payment has been made. Permits need to be obtained from the city. Eau Gallie Electric will wire power to the sign. Hopefully sign will be installed this month.

Need fill dirt to be used for our east side embankment build-up. Still in discussion with Tanner Construction. Also, Jim Teele, will be in contact with Landscape Depot to discuss obtaining fill.

Ed Gunnels brought up the need for a fall edition of the Grapevine. Several issues need to be communicated to the community including; October community HOA board meeting, October community garage sale, Christmas decorating for the front entrance, Driving concerns, Pet concerns, etc. Articles needed to be submitted by September 13, 2014.

## NEW BUSINESS

No new business items submitted

**CLOSING**

The meeting was closed at 7:40PM by President Dennis Thompson.

Respectfully Submitted  
Ed Gunnels, Secretary



**KINGSMILL HOMEOWNERS ASSOCIATION**

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The board of directors meeting was called to order at 7:00 PM on 22 October 2014 by President Dennis Thompson. The following board members were present:

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

There were seven other people present.

The minutes of the September meeting were read and approved.

**TREASURER’S REPORT**

Treasurers report was given by Jim Teele and accepted as read.

Checking Account balance	\$52,324.00
Savings Account balance	6,371.00
2013 unpaid HOA dues (4 homes)	1,709.20
2014 unpaid HOA dues (9 homes)	1,961.37

20 estoppel letters have been sent this year.

**OLD BUSINESS**

A motion and seconded to put liens on 13 homes. Motion passed

Still needed to get quotes to finish our parks projects.

The fence project is nearing completion. Dennis Thompson to do a final walk through in the next few days.

There was a discussion about the entrance wall being extended to the east and west to the edge of the retention ponds.

The board is still trying to get quotes for the retention pond banks restoration.

**NEW BUSINESS**

There was a motion and seconded for the board to continue with its current membership for 2015.

The board approved a 10% increase in HOA dues for 2015. The new amount will be \$163.35.

**CLOSING**

The meeting was closed at 8:20 PM by President Dennis Thompson.

Respectfully submitted  
Dennis Thompson for Ed Gunnels  
Secretary

**KINGSMILL HOMEOWNERS ASSOCIATION**

P.O. Box 361834

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The board of directors meeting was called to order at 7:00 PM on 19 November 2014 by President Dennis Thompson. The following board members were present:

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

There were two other people present.

The minutes of the October meeting were read and approved.

**TREASURER’S REPORT**

Checking (0651000116777)	\$51,303.30
Savings (0651119041247)	6,371.60
Total	57,674.90
Checks Deposited	0
Cash on hand	57,674.90
FY2013 Dues unpaid (4 homeowners)	1,709.20
7 (2%) Homeowners dues not paid	1,525.50
Total	60,909.60
2014 Budget (8%)	3,647.21
Net Balance	57,262.39

**OLD BUSINESS**

Fence project phase 1 is complete. Superior Fence Co. paid \$8006.00  
Homeowners who requested new gates are being sent statements regarding what they owe.

Media Sign waiting on permit from city of Melbourne.

Dennis Thompson to contact Landscape Depot and Jim Teele to contact Doug Connor Inc. to discuss obtaining fill material to build up east pond, west side embankments.

Motion was made and passed that Kingsmill will seek an outside printing source for its Grapevine Newsletter. This will provide faster turn-around of articles and no mailing delays. No printer has been selected at this time.

Dennis Thompson proposed that we find someone to finalize our playground project. This requires securing the equipment to the ground.

Dennis Thompson made the motion that the HOA 2015 dues be increased 10% to \$163.35 yearly. Motioned was seconded. Funds primarily needed to complete the west bank of the east

pond north end. Board will work on the 2015 proposed budget. Proposed budget to be presented at the October HOA board meeting.

### **NEW BUSINESS**

Front entrance Christmas decorations scheduled for Nov. 29

No Dec. HOA board meeting. Next scheduled meeting will be Jan. 21, 2015.

### **CLOSING**

Meeting was closed at 7:37PM by President Dennis Thompson.

Respectfully submitted  
Ed Gunnels  
Secretary