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**KINGSLEY CREEK HOMEOWNERS ASSOCIATION, INC.**  
**ANNUAL MEETING MINUTES**

**Date:** Wednesday, December 21, 2022  
**Time:** 6:00 PM ET

**Location:** Kingsley Creek Sales Office  
93081 Sandown Dr  
Fernandina Beach, FL 32034

1. Establish a Quorum – A quorum was established with 31 homeowner and proxies along with the G. Christopher McKinney, Scott Keuning and Corey Stevens representing the development company and Terrance Burns representing the management company.
2. Call to order – Meeting was called to order at 6:15 p.m.
3. Proof of Notice – Proof of notification was provided and accepted by the board of directors.
4. Old Business
  - a. Review and approve previous minutes (22Nov2022). Minutes from the budget meeting on 22 November 2022 was read and motioned for approval by Corey and seconded by Scott. Motion passed
5. New Business
  - a. Corey Stevens submitted his resignation. Scott motioned to accept Corey's resignation and Christopher seconded. Motion passed
  - b. Elect New Homeowner Board Member – Two member submitted intents to serve, which were Michelle Sullivan and Joseph Rizzo. Michelle Sullivan was elected as the first Homeowner Board member for Kingsley Creek.
6. Open forum
  - a. A request was made from Bill Tighe to find out when the HOA Board minutes are posted to the Kingsley Creek website.
    - Terrance indicated that the minutes are posted once they are approved.
  - b. A question about the budgets (year over year trending) and whether that information is made available to the HOA.
    - Additionally, a question about the format provided, is there a way to do some analysis to determine if the HOA is on track for to have enough money in the budget to pay expenditures, etc.
    - The response from the board was that yes, this information is made available (with complete detail) and that the new board member will have access to that information.



**C. Sprinkler Heads:**

- A request from Bethany Rizzo regarding a broken sprinkler head in butterfly garden and she also asked if the sprinkler schedule should be reduced to support a “winter” schedule.
- Another HOA attendee requested that pool jet be looked at and possibly repaired.
  - Terrance will contact the lawn maintenance crew to have sprinkler head repaired and to check the schedule (with exception of the new flower plantings).
  - Terrance will also contact the pool company to see if the jet needs repair.

**d. Planters in the Pool:**

- An HOA member asked about the progress of the pool planters – the concern is that they are quite large and block the line of site of children playing in the pool. A request was made to investigate removing the planters.
- The HOA did look at this request and received quotes back from various vendors.
- It was determined by Taylor Morrison leadership that Taylor Morrison would not remove the planters because the pool seating is moveable, and parents could move the pool chairs and loungers to better view children playing in the pool.
- The HOA board said that once the Kingsley Creek association was turned over to the residents, the new board could re-look at this request.

**e. Roads in the Kingsley Creek Subdivision:**

- It was determined and confirmed by Taylor Morrison that the roads in the Kingsley Creek subdivision are private (blue signs – private vs green signs – public).
- It was announced that Taylor Morrison pays the local Sherriff department to periodically police the subdivision and that they can write speeding or other tickets for law infraction.
- Taylor Morrison did install 2 speed signs at either end of the division indicating car speed.
  - An HOA member inquired whether these signs have cameras and the board members indicated that the new signs do not have cameras.
  - The next question was regarding whether these devices store data about car speeds.
  - The board members indicated that the vendor offers (for additional fees) that information.
- A request for a dead-end sign on Newmarket might help reduce the number of cars that use this street as a turn around.



- A request was made to correct the signage at the corner of Sandown and Newmarket street (currently the sign says Sandown Rd and should be Sandown Dr).
- A request was made to repair the sign at the end of Goodwood and O'Neil Scott road. The sign has been hit and is leaning over.

f. Golf Carts:

- A complaint about golf carts driving at night without headlights and possibly being driven by underage children.
- What are the rules around golf cart usage? Can we publish these rules?

g. New Houses on Barnwell:

- A question came up about the 4 new houses being built by New Atlantic Builders on Barnwell.
  - Will there be a barrier between the closest house and the Kingsley Creek pond?
  - Taylor Morrison will ask New Atlantic to place a trash barrier up initially and then ask them what their intentions might be to fence off the retention pond from that property for safety.
  - Also, ask if New Atlantic will be required to continue the sidewalk on Barnwell?

h. New Sidewalk on Barnwell:

- Taylor Morrison was asked by the county to put in a sidewalk and culverts in from the railroad tracks down the power boxes.
- The new sidewalk is difficult access due to large ravines are either side and needs to be cleaned off periodically.
- Culverts were installed under the sidewalk to provide a way for the water to move freely into the drainage ditch.

i. Parking on the Street in the subdivision:

- No parking is allowed on the street overnight - please put cars in your driveway.

j. Dog Walking

- Please pick up after your dogs.

k. BBQ Grills

- Please place BBQ grills behind your fence or in the back of your house.

7. Adjournment – With nothing further to discuss the meeting was adjourned at 8:20 p.m.