

# AVERY PARK HOMEOWNER'S ASSOCIATION BOARD OF DIRECTOR'S MEETING MINUTES

Tuesday, February 15, 2022

Conducted In Person at the Mahan Residence (410 Park Lake Drive)  
Conference Call Available as a Virtual Option

President Christina Higley called the meeting to order at 7:03PM.

Directors in attendance:

- Christina Higley, Danny Kavanaugh, Mark Mahan, Josh Hogan, Michele Marino
- Michelle Carey represented Mark Management

Committee Chairs in attendance:

- Lara Mangiarelli (Social Committee)
- Tony Dossett (Grounds)
- Rebekah Dossett (ARB)

Members in attendance:

- Bruno Mangiarelli
- Dawn Tinder
- Bryn Higley

## **FINANCIAL REPORT:**

Financial report for January delayed due to a change in reporting system at Mark Management. Will be reviewed during March meeting.

## **COMMITTEE REPORTS:**

**ARB:** No report.

**CLOCK:** Camera hard drive not working in tower. Motion to replace camera system in tower by Michele Marino. Seconded by Josh Hogan. Motion unanimously approved. Obtain price quote to install same system as used for pool and playground area.

**GROUND:** Mulch is needed on gardens at entrance way. Quote requested to have mulching done.

**RETENTION POND:** Pond looks good. Two big bags of trash were removed on 2/13.

**ENTRY GATE & POOL:** Pool house quote for pest extermination requested for storage closet. Cleaning of storage unit quote requested to address old items in need of disposal and to give the storage unit a good cleaning and organization.

**FENCE/GAZEBO/PLAYGROUND:** Paver repairs approved late 2021 for 2022. Pavers at pool, playground, and gazebo scheduled for repairs ASAP in order to avoid tripping hazards.

**SOCIAL:** Lara Mangiarelli and Christina Higley are hard at work regarding 2022 activities. Chili cookoff was a success on Saturday 2/12. Community garage sale scheduled for Saturday 3/26. Signs will be placed at front of community and gates opened accordingly.

**NEWSLETTER:** Spring newsletter was prepared and presented by Michele Marino. Spring newsletter will highlight social committee activities encouraging increased participation encouraging increased participation by community members. Soliciting feedback on content from board members. Targeted for publication 3/1.

**WELCOME:** Jill Henry has taken over as Welcome Committee chair. A basket was given to 306 Balfour.

**WEBSITE:** Meeting minutes are continuing to be approved by board and posted within one week of meeting on website. Social committee calendar was also added to website for 2022.

**COVENANT COMPLIANCE:** The inspection report was reviewed and 14 letters will be written. Christina Higley requested to Mark Management that she would like to meet with inspector and walk property during March inspection to make sure the board is addressing all issues fairly according to our covenants.

In addition to the HOA Board reviewing and discussing the inspection report presented by Mark Management monthly, the Board moving forward will also be publicly reviewing and responding to all complaints received by Mark Management regarding covenant compliance matters at the monthly meeting. This will allow for full transparency in the community regarding complaints that are being received and also ensure that all complaints presented to Mark Management and the board are addressed in a timely fashion.

#### **COMPLAINTS:**

1. **Complaint Date:** January 29, 2022 / February 1, 2022 / February 5, 2022 / February 6, 2022  
**Complaint:** Dale Greene notified Mark Management via email that a car was parking behind home at dead end in alleyway.  
**Board Response:** Board granted parking pass per Section 16 for one year to resident at dead end to use for guest parking being parking in front of home posed a safety risk to all traffic coming in and out of Avery Park.
2. **Complaint Date:** February 1, 2022  
**Complaint:** Dale Greene notified Mark Management via email that a pink “welcome” flamingo was located in the front yard of a home even though signs like this are prohibited.  
**Board Response:** Flamingo was removed by resident. Issue resolved.
3. **Complaint Date:** February 1, 2022  
**Complaint:** Dale Greene notified Mark Management via email that as he came down alleyway, two dogs were off leash on resident’s property. One was located on the porch of home, the other was lying in the sun on sidewalk. He asked board to be “fair and equitable” and let neighbor know about leash rules just as he was sent a notice about his dog being off leash and approaching other residents and pets unsolicited.  
**Board Response:** Board stated resident was in compliance as covenant states per Section 11 that dogs are to be leashed when off their lot. No further action required.
4. **Complaint Date:** February 1, 2022

**Complaint:** Dale Greene notified Mark Management via email that a home had palm fronds hanging over the sidewalk and that he needs to walk into the street to avoid them.

**Board Response:** Resident trimmed fronds. Issue resolved.

5. **Complaint Dates:** February 1, 2022 / February 4, 2022 / February 13, 2022

**Complaint:** Dale Greene notified Mark Management via email that home has their air conditioning unit visible from the street.

**Board Response:** Board has determined air conditioning unit is not out of compliance. Per section 9 (o) "unit is not readily visible from adjacent street or lot."

6. **Complaint Date:** February 1, 2022

**Complaint:** Dale Greene notified Mark Management via email that home has their air conditioning unit visible from the street and grass is growing over 12" on property around a/c unit.

**Board Response:** A/C unit has been covered by appropriate fencing and grass trimmed. Issues resolved.

7. **Complaint Dates:** February 1, 2022 / February 13, 2022

**Complaint:** Dale Greene notified Mark Management via email that a trash can is constantly left on the side of a home and can be seen from the road.

**Board Response:** Board is addressing the issue per the covenants and taking appropriate action to resolve complaint (letter issued).

8. **Complaint Date:** February 1, 2022

**Complaint:** Dale Greene notified Mark Management via email that there is a "brick trip hazard" at the Gazebo.

**Board Response:** Board approved quote late 2021 to have extensive paver repair work done on property in 2022 and is in process of scheduling work.

9. **Complaint Date:** February 5, 2022

**Complaint:** Dale Greene notified Mark Management via email that a resident parked their car on the street overnight and sent photo with email. Dale stated he has been cited for this before and expects a consistent board reaction to this occurrence.

**Board Response:** Board member issued a parking pass to resident due to construction at home.

10. **Complaint Date:** February 12, 2022

**Complaint:** Dale Greene notified Mark Management via email that an owner of three dogs had them off leash with one dog having a leash on but dragging it behind him. Dale is hopeful board will reach out to homeowner in same way they asked him to leash his dog.

**Board Response:** Board asked resident to please leash dogs when not on their own property per Section 11. .

11. **Complaint Date:** February 12, 2022

**Complaint:** Dale Greene notified Mark Management via email that a blue car had been on the street for days in a row and parking overnight for months in a row. A second vehicle parks overnight at the same address all the time.

**Board Response:** Board spoke to resident regarding parking and were informed they are indeed guests and never park for more than 18 hours per covenant (Section 16). Parking passes will be issued if guest plans to stay more than 18 hours or overnight.

12. **Complaint Date:** February 12, 2022

**Complaint:** Dale Greene notified Mark Management via email that it looks as if the landscaper is dumping excess vegetative material on the Southwest side of the lake just beyond the pond and believes this is prohibited practice according to covenants.

**Board Response:** Board has determined this is not happening.

13. **Complaint Date:** February 12, 2022

**Complaint:** Dale Greene notified Mark Management via email that a “portable” basketball net was at the President’s home the day before and was still there today. He stated that while Section 5 of the covenants do not specifically exclude portable basketball, it also doesn’t specifically allow them.

**Board Response:** Per Section 5 of covenant the portable basketball hoop is not a “fixed” structure and is in compliance being it is not permanently kept on front of property. President stated the basketball hoop belongs to the neighbor and is never left out when not in use.

14. **Complaint Date:** February 13, 2022

**Complaint:** Dale Greene notified Mark Management via email that the portable basketball hoop he complained about on February 12, 2022 was blocking nearly 50% of the sidewalk and it is a trip and fall hazard in an association owned walkway.

**Board Response:** Board found there to be no violation.

15. **Complaint Date:** Monday, February 14, 2022

**Complaint:** Dale Greene notified Mark Management via email that a silver car was parked outside of residence. Parking pass was outdated on car’s dash as two week timeframe had passed.

**Board Response:** Board spoke with resident regarding extenuating circumstances. Per Section 16 of the covenants, motion to grant 30 day parking pass to resident was made by Michele Marino, seconded by Josh Hogan. Unanimously approved by board.

16. **Complaint Date:** February 14, 2022

**Complaint:** Dale Greene notified Mark Management via email that an air conditioning unit is unobstructed from the street side of home.

**Board Response:** Board found the unit to be in compliance after review. Per Section 9 (o) “unit is not readily visible from adjacent street or lot.”

**YARD of the MONTH:** Danny Kavanaugh made a motion to discontinue Yard of the Month. Seconded by Josh Hogan. Unanimously approved by the board.

#### **OLD BUSINESS:**

- Quotes to modify curbing at north end of Somerford Loop (alley way behind Park Lake even number homes – DMI & Hall: Board will be reviewing quotes and discussing at March 2022 meeting.
- Quotes to repair storm grate – DMI & Hall: Board will be reviewing quotes and discussing at March 2022 meeting.

- Repair of pavers to pool/gazebo/entranceway: being scheduled for repair

**NEW BUSINESS:**

- Security camera equipment in tower – replace or repair: Tony Dossett brought to boards attention that security cameras in clock tower are not working at the main entrance and hard drive needs replacing. Suggestion made to update camera system. Motion by Michele Marino to obtain quotes for new equipment. Seconded by Josh Hogan. Unanimously approved.
- Addition of outlets at front entrance: Mark Management will be obtaining quotes.
- Investigate additional option for roofing shingle/manufacturer: tabled for March 2022 meeting.
- Lawn around basketball court/playground: Give it time to green up and grow back.

**OPEN DISCUSSION:**

No open discussion.

**NEXT BOARD MEETING:** March board meeting will be held Tuesday, March 15<sup>th</sup> at 7pm at Higley Residence (420 Park Lake Drive).

**ADJOURNMENT:** With no further business, a motion to adjourn the meeting was made at 8:57pm by Michele Marino and seconded by Danny Kavanaugh.

Respectfully Submitted,

Mark Mahan  
Secretary

**ACTION BY UNANIMOUS WRITTEN CONSENT OF THE BOARD  
OF DIRECTORS OF AVERY PARK HOMEOWNERS' ASSOCIATION, INC.**

The undersigned, constituting all of the duly elected and/or appointed directors of the Avery Park Homeowners' Association, a Florida Not-For-Profit Corporation, hereby take the following action by unanimous written consent, in accordance with Section 617.0821, *Florida Statutes*, and Section 5.7 of the Association Bylaws:

The Directors have reviewed and considered the following matter:

1. Minutes of the February 15, 2022, board of directors meeting.

After evaluation of the matter(s), the undersigned directors give their unanimous written consent to the adoption of the following action:

**RESOLVED**, that the Minutes of the February 15, 2022, board of directors meeting are approved, a true and correct copy of which is attached as Exhibit "A."

**FURTHER RESOLVED**, that the Officers of this Corporation are authorized and directed to take such action and to execute such documents as they may deem necessary and proper to carry out the purpose and intent of the foregoing action.

This Written Consent Action may be executed in counterparts and shall be effective for all purposes on the date of the last director's execution hereof.

Directors:

|                         |                   |                            |                   |
|-------------------------|-------------------|----------------------------|-------------------|
| <u>Christina Higley</u> | <u>02/21/2022</u> | <u>Daniel J. Kavanaugh</u> | <u>02/21/2022</u> |
| Name:                   | Date:             | Name:                      | Date:             |
| <u>M-KJML</u>           | <u>02/21/2022</u> | <u>[Signature]</u>         | <u>02/21/2022</u> |
| Name:                   | Date:             | Name:                      | Date:             |
| <u>Michele M Marina</u> | <u>02/21/2022</u> |                            |                   |
| Name:                   | Date:             | Name:                      | Date:             |