

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

Tuesday, March 15, 2022

Conducted In Person at the Higley Residence (420 Park Lake Drive)
Conference Call Available as a Virtual Option

President Christina Higley called the meeting to order at 7:00PM.

Directors in attendance:

- Christina Higley, Mark Mahan, Josh Hogan
- Michelle Carey represented Mark Management

Committee Chairs in attendance:

- Tony Dossett, Grounds
- Rebekah Dossett, ARB
- Jill Henry, Welcome Committee
- Lara Mangiarelli, Social Committee

Members in attendance:

- Caroline Burchett
- Garrett Chapman
- Bryn Higley
- Bruno Mangiarelli
- Sam & Heather Miller

FINANCIAL REPORT:

Mark Management switched reporting systems and reports for beginning of year were delayed. Josh Hogan reviewed financial reports for January 2022 and February 2022 presented. No concerns at the moment.

COMMITTEE REPORTS:

ARB: ARB wants to remind residents to please submit ARB applications BEFORE having work completed. Suggested sending out an email reminder to the community.

CLOCK: Clock was not reflecting daylight savings time change. Board will ask Ralph Waterhouse to please move clock forward. Cameras still broken at tower (See under "New Business").

GROUNDS: Mulch is needed on gardens at entrance way and throughout property. Quote was received from Always Mowing and is the same price as 2020. Mulch quote was for entire property to be mulched. Motion by Josh Hogan. Seconded by Mark Mahan to have mulching work completed.

RETENTION POND: Pond was treated week of 3/7/2022. Pond was looking better after being treated and heavy rains. Trash continues to be an issue in the pond from runoff. Tony Dossett suggested possibly cleaning out sewer grates – this has been done in the past.

ENTRY GATE & POOL: Cleaning of storage unit scheduled as discussed during February meeting for week of 3/21/2022. Pest control quote obtained (see under “New Business”).

FENCE/GAZEBO/PLAYGROUND: Paver repairs were completed week of 3/7/2022. Invoice was received from contractor showing work was completed. Pavers were repaired by playground, pool entrance, pool deck by stairs, and by the gazebo.

SOCIAL: Fishing Derby scheduled for Sunday 3/20 and Porch Sale is scheduled for Saturday 3/26. Social committee chairs are going to be asking social committee members for more involvement moving forward as all hands on deck will be needed with larger events coming up.

NEWSLETTER: Spring newsletter was sent out early March. Feedback was super positive from community.

WELCOME: Welcome basket was delivered by Jill Henry to 128 Avery Lake Drive.

WEBSITE: No new updates.

COVENANT COMPLIANCE:

Christina Higley met with Madeleine (inspector hired by Mark Management) and walked the property to look at existing covenant violations on previous inspection reports as well as address new concerns. Christina mentioned being the new president she did not want the new board to be viewed as a board that “selectively enforced” covenants, ignored issues, etc. Conversation was had by the board and those in attendance regarding the importance of the covenants and that many homeowners purchase in this community because it is so beautifully maintained and does not look like a 20 year old community. Christina mentioned that the enforcement of covenants is not meant to be and should not be taken personally, but rather is something we all agreed to when purchasing our homes in the community.

The same issues were repeatedly noted on the March inspection reported presented by Mark Management. These included dirty drip edges/soffits in need of power washing, dirty/moldy risers, driveways in need of power washing, weeds in garden beds, garden beds in need of mulch, dead plants in need of replacement or removal, ornaments or statues in garden beds, chipping mailboxes in need of painting, etc.

Christina proposed sending out to the community both via USPS letter and email a letter to homeowners giving everyone one month to review their properties and repair/clean up any issues that are in violation of covenants. This would allow all residents to be on an “even playing field” receiving a reminder before any more formal letters regarding violations are sent out.

It was noted that any existing violations previous to the 3/15/2022 meeting are not wiped clean by this 30 day grace period and further action will continue to be taken on pre-existing covenant compliance issues.

When April inspection is performed, any issues that are still noted by third party inspector will receive letters moving forward and proper protocols regarding covenant enforcement will be followed.

Josh Hogan did make it a point to remind residents in attendance that the board members do not perform inspections. This is indeed done by a third party hired by Mark Management. He also mentioned the need to better manage covenant issues and be more timely in communications without having the delays we have seen in the past when making sure issues are resolved.

Letter will go out to all residents week of 3/21/2022 serving as a friendly reminder/notice to inspect their homes and get any work needed completed.

COMPLAINTS:

No new complaints were received from community members since 2/15/2022 meeting.

OLD BUSINESS:

- **Quotes to Repair Storm Grate on Somerford Loop** (alley way behind Park Lake Drive even number homes) – Quotes were received, but numerous questions still exist regarding the structural integrity of the storm grate and getting to the root of the problem. Board did not feel comfortable moving forward with any of the quotes until an engineer or possibly Winter Springs gave a second opinion regarding the integrity and safety of the grate. Repair was made three years ago to the same grate and the same problem is now occurring again. No contractor will guarantee the work for more than one year and the last repair cost just over \$3,000 three years ago. Board agreed that it would make sense to make sure work being done this time is a long term solution and not just a band aid to an even bigger problem. Michelle Carey agreed to look for a possible engineer or firm to review the situation.
- **Quotes to Modify Curbing at North End of Somerford Loop** (alley way behind Park Lake Drive even number homes) -- Quotes were reviewed by board but being held on until storm drain repair decision is made due to discount being offered if both projects are booked at once.

NEW BUSINESS:

- **Security Camera Quote** – Security camera quote was received from Leading Edge who installed the cameras at the pool/playground. Camera equipment in tower is not working – hard drive is burned out, one camera is dead, two are on the way out, and technology of what is left is old. Quote came in for just under \$2,000.00 and would include a brand new system with upgrades to current technology and three year warranty. Motion to approve camera quote and have work completed was made by Josh Hogan. Seconded by Christina Higley. Work to be scheduled ASAP.
- **Additional Outlets at Front Gate** – During annual meeting in January a request was made to have outlets put at front gates to enhance holiday decorations. Quotes will be obtained by Mark Management to investigate current electrical situation and see if work can be done in a cost effective manner.

- **Pest Control for Pool Cabana** – Due to bug/pest issue in pool storage closet, quote for pest control was received from Massey. Board agreed price was rather high for such a small area. Additional quotes were requested by the board.
- **Seal Coating/Repair of Roadways** - Preliminary discussion was held on timing of the next street resurfacing and how extensive the work should be to repair pot holes and seal the streets. Christina Higley requested quotes from Michelle Carey and Mark Management to review at next meeting.
- **Investigate Additional Option for Roofing Shingle/Manufacturer** – During the annual meeting held in January 2022, a resident raised the concern of only having one shingle manufacturer available to residents and requested the board look into a shingle option available by GAF that seemed to be more readily available, was more cost effective, and had a better warranty.

Christina Higley presented to the board and those in attendance samples of the current roof shingle approved for use at Avery Park as well as a second option of exact color and quality. The currently approved shingle is Owen's Corning Oakridge or Duration shingles in the Driftwood color. There is an almost identical GAF shingle – Timberline HD in Weathered Wood color that is comparable to the Owen's Corning Duration shingle.

Owen's Corning and GAF are the #1 and #2 manufacturers of shingles in the country and both quality wise are great options that carry almost identical warranties. The Owen's Corning duration shingle is rated for 110mph winds (unless installed with a certain nail pattern), while the GAF shingle is rated for 130mph winds. GAF also makes an architectural shingle in Weathered Wood color that is rated specifically for hail and looks identical to the Owen's Corning Duration shingle as well as GAF Timberline HD shingle. GAF shingles also have a patented fiberglass technology that is not offered by Owen's Corning that is an advancement in technology since the Owen's Corning shingles were originally used in Avery Park.

Christina mentioned the benefits to adding an additional shingle manufacturer would be avoiding supply chain issues and having options readily available should a natural disaster occur. She also mentioned it is also fair to say that in 20 years technology has gotten better and other manufacturers like GAF may be preferred by roofers over Owen's Corning. Christina shared how ABC Supply did share with her Owen's Corning has constant supply issues and GAF shingles are more readily available. ABC Supply also shared that GAF has become the more popular option for roofers they work with due to how they are installed.

Board discussed adding the GAF Weathered Wood options (Timberline HD as well as Hail Resistant line) to the approved materials list in addition to the existing Owen's Corning options. Motion was made by Mark Mahan to look into adding the options. Seconded by Josh Hogan.

Mark Management and Michelle Carey will be looking into next steps as to how to have the addition of these roofing materials added. Discussion to be continued at April 2022 meeting.

OPEN DISCUSSION:

No further discussion.

NEXT BOARD MEETING: April board meeting will be held Tuesday, April 19th at 7pm at Higley Residence (420 Park Lake Drive).

ADJOURMENT: With no further business, a motion to adjourn the meeting was made at 8:57pm by Mark Mahan and seconded by Josh Hogan

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 March 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 March 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> 03/21/2022	<u>Daniel J. Kavanaugh</u> 03/21/2022
Name: Date:	Name: Date:
<u>M-K-J ML</u> 03/23/2022	<u>[Signature]</u> 03/22/2022
Name: Date:	Name: Date:
<u>Michele M Marina</u> 03/21/2022	
Name: Date:	Name: Date: