

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

Tuesday, April 19, 2022

Residence of Christina Higley 420 Park Lake Drive
Conference Call Available as a Virtual Option

President Christina Higley called the meeting to order at 7:04 PM.

ATTENDANCE

Directors:

- Christina Higley, Danny Kavanaugh, Michele Marino, Mark Mahan (by conference call)
- Michelle Carey represented Mark Management

Committee Chairs:

Brad Carlson - Website
Rebekah Dorsett - ARB
Tony Dorsett - Grounds
Laura Mangiarelli - Social
Bryn Higley - Ponds

Homeowners:

Gary Oroian
Cheryl Chapman
Bruno Mangiarelli
Caroline Burchett
Kari Maggard
Karen Bishop

FINANCIAL REPORT

Financial report for April presented and accepted

Michelle Carey reported four (4) outstanding dues notices have been sent out (homeowner's dues and late fees to be assessed)

COMMITTEE REPORTS

ARB:

- Rebekah Dorsett one (1) request for paint submitted.
- Jill Henry has resigned from the ARB, effective immediately. ARB member opening discussion held. Bruno Mangiarelli volunteered for the position. Motion made by Christina Higley, seconded by Michele Marino to accept Bruno to the ARB. Vote – unanimous to accept.

CLOCK: Tower security camera system upgrade complete. The system is up and running.

GROUND:

- Mulch added at property entrance including fence line. Only entrance mulch was approved due to the cost of bagged mulch vs. Bulk. The fence line mulch cost excess will be reconciled on the pending invoices for the service, which have not yet been received. Mulch for the remainder of common property is on backorder pending availability of bulk mulch.
- Always Mowing has been advised to pick up debris i.e. palm fronds and landscape clippings/debris, so it does not accumulate and blow into the retention pond, street and front yards. They have new employees and will monitor for improved cleanup.

- Tree trimming quotes to trim oaks along retention pond/play area and trees along back alleys extending into property above fence top. Quotes received from All Southern Outdoor, Word of Mouth, and Landtech. Prices all within several hundred dollars at +/- \$7500. Motion made by Michele Marino, seconded by Danny Kavanaugh to accept Word of Mouth quote and proceed with scheduling work. Vote – unanimous to proceed
- A quote for \$450 was obtained from Aquablast to clean the 52 light poles in Avery Park. The cleaning may be scheduled on May 9, 2022. Danny Kavanaugh made a motion, seconded by Michele Marino to approve the expenditure. Vote – unanimous to proceed.

RETENTION POND: Improving. Always mowing will be reminded to blow debris away from water and dispose of it.

ENTRY GATE & POOL:

- Lock on inside of the men's bathroom door and some fixtures like toilet paper dispensers and faucets are in need of replacement. Christina Higley suggested conducting an inspection of the pool house and bathrooms to determine what other fixtures need to be replaced. Michele Marino made a motion, seconded by Danny Kavanaugh to approve up to \$500 maximum to refurbish pool bathroom amenities allowing more immediate action following the inspection. Vote - unanimous, to proceed.
- Bathroom cleaning service is requesting a cost increase. To date the work appears to be inadequate and sporadic. A discussion was held, consensus was cleaning visits should be scheduled and monitored to ensure the schedule is kept. Board suggested obtaining quotes from other cleaning services. Further action pending discussion with some homeowners willing to volunteer to clean bathrooms instead of contracting with a new cleaning service.

FENCE/GAZEBO/PLAYGROUND:

- Paver repairs for pool walkway and gazebo are completed with good results.
- Discussion concerning the black matting material and rubber mulch inadequacies in the playground area. Mark Management will solicit quotes for repairing and replacing the black matting and restoring mulch.
- Quote to refurbish playground equipment on docket for consideration in 2023 budget. Concerns were brought forward by resident regarding rusty/sharp surfaces of playground needing more immediate painting/sanding and attention so a child doesn't get hurt. Mark Management is going to look into the repairs and obtain quotes.

SOCIAL: Fishing Derby and Easter event were a success. Upcoming is a Family Movie night, Last Day of School Celebration and a Memorial Day event. Details to follow.

NEWSLETTER: Spring Newsletter was distributed in early March. Michele Marino plans on more frequent Newsletters this year to highlight the social events as well as keep everyone apprised of major community refurbishment projects coming this year.

WELCOME:

- Jill Henry has resigned from the Welcome Committee effective immediately. Caroline Burchett volunteered to replace Jill Henry in that role. Motion made by Michele Marino, seconded by Christina Higley to accept Caroline as the Welcome Committee Chair. Vote – unanimous to accept.
- Discussion was held concerning welcome committee tasks and responsibilities.
- There are three (3) recent Avery Park home closings in April.

WEBSITE: Brad Carlson has been diligently posting Newsletters, meeting minutes, and updating the website, as well as emailing flyers etc. He noted not all homeowners are signed up for emails.

COVENANT COMPLIANCE:

- The effectiveness of the amnesty period for the first month of non-compliance was discussed. The majority consensus was we need to be timelier and more direct in insisting on enforcing the Avery Park covenants. Therefore, it was decided letters will be issued on the first month a non-compliance issue appears on the report. A polite letter from Mark Management alerting homeowners to deficiencies and the need for correction will be issued at that time.
- Consensus after discussion was that homes with issues present in January and February of 2022 and before, are to receive fining letters until compliance is reached.
- Christina Higley walked the neighborhood after receiving the April 2022 inspection report from the independent assessor to review consistency of inspections. Christina felt the report was more consistent now and less biased from previous months where issues were needing to be addressed with inspector.
- A discussion was held on Resident vs. Guest Parking Covenants. It was suggested that an explanation of the parking covenant be published to homeowners. No decision was made to take action.

COMPLAINTS:

1. **Complaint Date:** March 20, 2022 / March 22, 2022 / March 23, 2022
Complaint: Cissie Carpenter reported numerous complaints regarding visitors parking at the home in the street across from her home. Ms. Carpenter felt they were parking there too often and should be parking behind the home.
Board Response: According to the covenants – Article IX, Section 16, “Short term non-resident guests are authorized to park on the street for a period not to exceed eighteen (18) hours.” The home across from Ms. Carpenter will continue to be allowed guests for up to 18 hours at a time without a parking pass. Owner and tenants of home have been notified if guests stay more than 18 consecutive hours without moving the vehicle they will need to be issued a parking pass. No further action required as home is in compliance with covenants.
2. **Complaint Date:** March 18, 2022
Complaint: Brian Urichko reported that a home behind his had a tenant who was constantly running over the grass and creating a mud hole that was making a mess in the alley.
Board Response: Mark Management issued letter to home letting them know the yard needed repair and that the lawn could not be parked or driven on.
3. **Complaint Date:** Numerous
Complaint: Residents of Park Lake Drive continue to complain about home with a resident who continues to park in the front of the home. Car was parked in front of home during April’s board meeting and observed by those in attendance. Christina Higley also confirmed it remains an ongoing issue that has been addressed repeatedly.
Board Response: According to the covenants – Article IX, Section 16, “vehicles of

residents are to be parked in the garages and/or driveways.” Christina Higley spoke with the owner of the home as well as child who operates the vehicle and explained the covenants and situation to both parties. Mark Management notified the homeowner in writing as well. Homeowner and owner of blue vehicle have been notified the vehicle will be towed at owner’s expense if car continues to park in front of home.

OLD BUSINESS:

- Installing electrical outlets at the front entrance pending obtaining quotes. Project may be delayed due to more significant projects.
- A quote for pest control service for the pool cabana (closet and bathrooms) was obtained from J&D Miller (with a competing quote from Massey). Michele Marino made a motion to accept the J&D Miller quote, seconded by Christina Higley. Vote – unanimous to accept and proceed. Mark Management will contract J&D Miller to set up service.
- In follow up to a conversation had regarding roofing material options at the March 2022 meeting, a second roof shingle manufacturer was identified with a matching color and comparable quality to the current roofing material approved. This manufacturer’s option would allow another option to residents in the event of supply chain shortages. The ARB will review the Fifth Amendment, Article VI. ARB Planning Criteria, Section 9 (d) Roofs. An additional shingle color replacement option, GAF Timberline HDZ Weathered Wood High Definition, has been proposed to the ARB. It will be revisited next month for approval by the board.
- Discussion was held on organizing the storage closet in the pool cabana. Board is looking for volunteers to assist with clean up and organization of supplies.

NEW BUSINESS:

- **Storm Drain Inspection and Cleaning Discussion:** Board members met with Winter Springs City Engineers to discuss storm drains/grates. The City Engineers advised storm drains should be flushed and serviced every 7-10 years. Video cameras are used to inspect for leaks and damage. Pipes and drains are flushed to remove debris. Avery Park is a private community and is not serviced by the city.
- Avery Park has six (6) drains that are 20 + years old and have never been inspected or flushed. The storm drain on the back alley behind even number homes on Park Lake is sinking and is very likely leaking at the base of the drain. We were advised shoring it up with concrete on top and leveling the road will make it worse.
- Engineering firm of Dale Beasley was consulted. Their recommendation is:
 - Inspect all drains in Avery Park via video camera with possibility of needing divers where drains reach pond
 - Flush water and debris out
 - Design a comprehensive plan to make repairs over several years based on inspection. (Video inspection provides a rating of red (must fix now), yellow (you have 2-3 years but start budgeting), or green (you are fine for now).
- Quote for the inspection is \$44,614. We are obtaining an additional estimate from another firm.
- Quote to repair grate is \$8,307 (potential hazard for cave-in of surrounding roadway) in back alley behind Park Lake (southwest side of community)
- After substantial discussion of HOA reserves and urgency Michele Marino made a motion, seconded by Danny Kavanaugh to authorize up to \$55,500 dollars in Avery Park HOA reserve funds to inspect the drain system and repair the critical drain at the SW corner of the property. Vote – unanimous to proceed.

- Following the inspection report analysis, the HOA and Mark Management will work with the contractor to develop and implement a long term strategy for repairs and maintenance.
- **Privacy Fences.** Homeowner requested to build a fence higher than 6'. Discussion followed: By covenants and Winter Springs statute, fences on the property lines cannot be over 6 feet tall. Other methods like bamboo plantings or opaque pool enclosure screens should be considered by the homeowner. Issue closed.

OPEN DISCUSSION:

A discussion was conducted regarding the cracked and unsightly condition of the alleys and roads. As a private, gated community the City of Winter Springs does not maintain our roadways. It was determined the roads and alleys have never been resurfaced, only seal coated in the last 10 years. Resurfacing removes the top layers of asphalt and lays down a new road pad then seal coats. Seal coating only lays a top coat over the cracked pavement and does not repair the underlying cracks. The board agrees the more extensive resurfacing is needed but will hold for further discussion and quotes pending repairs of the storm drain grates since the project will exceed the \$100k range.

NEXT BOARD MEETING: May board meeting will be held on Saturday, May 21, 2022 at 10:00am at the Avery Park Community Pool. Community members are encouraged to attend as larger projects will be discussed that could affect the reserves and possibility of a special assessment.

ADJOURNMENT: With no further business, a motion to adjourn the meeting was made at 8:48 pm by Christina Higley, seconded by Danny Kavanaugh.

Respectfully Submitted,

Mark Mahan, Secretary