

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

Saturday, May 20, 2022

Meeting held at Community Pool  
Conference Call Available as a Virtual Option

President Christina Higley called the meeting to order at 10:01 AM.

## **ATTENDANCE**

### **Directors:**

- Christina Higley, Danny Kavanaugh, Michele Marino, Josh Hogan, Lara Mangiarelli (via conference call)
- Michelle Carey & Meridythe Kanaga represented Mark Management

### **Committee Chairs:**

Rebekah Dorsett - ARB  
Tony Dorsett - Grounds  
Bryn Higley – Ponds

### **Homeowners:**

Caroline Burchett  
John and Pamela Thoms  
Debra McCloskey  
Lynette Swigart  
William and Karen Bishop  
Garrett Chapman  
Dana Holland  
John Thomson  
Maria Sandison  
Hakan Guvenc  
Justin and Demetra Nescott  
Chad Thomas  
Cissie Carpenter – via phone  
Timothy and Tasha McGraw  
Mary Jo Klausing  
Jean Versino  
Greta Olson  
Mark Erikson  
Jose Ramirez  
Stephen and Jeanette Sanger  
Bruno Mangiarelli – via phone  
Bryn Higley  
Phillip Karr  
Sam Miller

## **APPOINT NEW DIRECTOR**

Mark Mahan has resigned from the board leaving a vacancy for the Secretary position. The board wants to thank Mark for his service. Lara Mangiarelli was on the ballot in January for

election and is still interested in the position. Motion made by Christina Higley to have her added to the board. Seconded by Michele Marino. Board unanimously voted to add her to the board as secretary effective immediately. Welcome Lara!

## **FINANCIAL REPORT**

Financial report for May presented and accepted as reported. No further questions.

## **COMMITTEE REPORTS**

### **ARB:**

Proposed amendment for the addition of a second roofing manufactured approved by the ARB and sent to board for final approval. Motion made by Michele Marino to add the amendment to Article VI. Section 9. (d) Roofs as presented. Seconded by Danny Kavanaugh. Board unanimously voted to adopt the addition of the material.

**CLOCK:** No updates.

### **GROUNDS:**

- Light posts were cleaned by Aquablast and look fantastic!
- Tree trimming has been scheduled for the week for May 30<sup>th</sup>.
- President Christina Higley has requested to meet with Always Mowing being there has been some ongoing issues with services and confusion regarding what is or is not part of their contract. Ongoing issues with weeds around property, debris not being picked up, etc.

**RETENTION POND:** Cleaned up this morning (Saturday 5/20) and everything looks good.

### **ENTRY GATE & POOL:**

- A special thank you to the Hogan family for cleaning out the pool storage closet. It is spotless and in great condition.
- Mark Management contracted with a new pest control company for spraying of the pool building moving forward as approved during April's meeting. Michelle Carey was unsure if they have treated the property yet and would get back to board with update.
- Lock on inside of the men's bathroom has been fixed. Last month \$500 was approved to refurbish pool bathroom amenities. Toilet paper holders have been identified and are pending order/installation. Sink faucets are corroding and in need of replacement. President Higley asked Mark Management to please consult with plumber or professional to recommend a commercial option suitable for outdoor use.
- Bathroom cleaning service has been terminated and 30-day notice was given to service. It was discovered after complaints of dirty facilities and review of security cameras that the cleaning was not being done and dates were being fabricated on invoices. Cleaning women picked up check for services not rendered in April and has been terminated. Michele Marino requested a quote from her cleaning company. Cleaning company visited the pool facilities during board meeting. Board is currently waiting to sign contract to have her start cleaning for same price per month as former cleaning company.

## **FENCE/GAZEBO/PLAYGROUND**

- 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. It was mentioned to the landscaping company after April's meeting and Mark Management did not have a solution to the issue during May's meeting. Will get back to board with quotes to have black fabric repaired and rubber mulch added. President Higley stated it was a tripping hazard and needed to be corrected.
- Quote to refurbish playground equipment on docket for consideration in 2023 budget. It was mentioned once again that concerns were brought forward by residents in April regarding rusty/sharp surfaces of playground needing more immediate painting/sanding and attention, so a child doesn't get hurt. Mark Management had not looked into it to date. President Higley requested once again that quotes be obtained to make the equipment safe for children using it.

**SOCIAL:** Last Day of school celebration is scheduled for Wednesday 5/25 and Memorial Day Picnic is scheduled for Monday 5/30.

**NEWSLETTER:** Michele Marino stated she hopes to put out a summer newsletter after the two upcoming events. Solicited feedback from community on what they want to learn more about or see in the newsletter.

**WELCOME:** Welcome baskets still outstanding for 2 or 3 addresses pending Jill Henry's departure from Welcome Committee. Christina Higley had requested Mark Management coordinate with new Welcome Committee Chair – Caroline Burchett to have the baskets made and delivered. Did not happen in April. Request was made again to Mark Management to get his information to Caroline and baskets delivered ASAP.

**WEBSITE:** No updates.

**COVENANT COMPLIANCE:** Christina is requesting to have Madeline (third party inspector) come closer to monthly meeting date to walk the neighborhood. The most current walk was done 10 days before the meeting and upon further inspection by Christina Higley did not accurately reflect what may have been taken care of prior to the meeting today. There is also a concern as to why deficiencies are being removed from the list that have never been corrected. Christina also asked Michelle Carey why Mark Management has allowed some homes to be on the list 5+ months and still not go to fining committee? Michelle Carey was going to look into these concerns.

42 letters this month were going to be issued to residents regarding covenant compliance issues.

## **COMPLAINTS:**

### 1. **Complaint Date:** May 20, 2022

**Complaint:** Cissie Carpenter sent a letter to management company and board members regarding a visitor who parks outside of the home directly across the street from her. Letter was read by Michelle Carey from Mark Management to community. She would like covenants changed to make guests who consistently visit to park around back. She would like the wording in covenants to address "long term" guests.

**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.

## **OLD BUSINESS:**

- **Installing electrical outlets** at the front entrance pending obtaining quotes. Project may be delayed due to more significant projects.
- **Storm drain inspection and cleaning discussion:** It was explained to the community that the storm drains should be cleaned approximately every 10 years after inspection from both independent companies as well as City of Winter Springs. To date, this has not been done ever and the community is nearing 20 years of age. At the meeting in April, it was discussed that this was a top priority due to unknown issues around a sinking storm drain grate as well as excessive standing water in the system, large amounts of trash in drains, etc. In order for issues to be properly diagnosed and issues addressed, the system has to be flushed and cameras need to be used for full inspection.

The board with Mark Management’s assistance obtained several quotes for this to be done. The original quote obtained before the April meeting was roughly \$44,000 and was a company that subcontracted out the work. There was also work suggested that after further investigation and additional quotes is unnecessary at this time. The board has decided to go with a quote for \$18,000 that would allow the system to be flushed and the camera work completed that should be done every 10 years, but most importantly will properly diagnose why the storm drain is sinking. Board decided unanimously to go with this quote. Mark Management will schedule for this work to be done ASAP.

Meridythe answered questions pertaining to the flushing and camera work and did state other communities have had similar work done and it has uncovered cracks, etc. It was brought up again that at April’s meeting Tony Dossett mentioned almost 10 years ago a quote for \$15,000 was presented to the board to have the system flushed and the board decided not to do the work at that time. Christina Higley mentioned again the same information presented at April’s meeting that the City of Winter Springs does flushing and camera work roughly every 10 years in communities our size to keep the system clean/flowing and identify problems needing repair versus waiting for issues like a sinking storm drain to arise.

## **NEW BUSINESS:**

- **Quotes to repave roads**

Mark Management requested that Bryan Wilson from DMI Paving & Sealcoating come to speak to the community about the condition of our community roadways and the process necessary to get them back into shape. Bryan came to the community to present his findings of the roadways and to answer questions from the board and the community to

support his quote.

Christina Higley stated that DMI is just one of three quotes actively being reviewed by the board and has not been selected as the final contractor, but merely attended meeting to answer questions. She also stated that all three quotes suggested similar work needing to be completed – back alleyways milled/resurfaced, possibility of sealing fronts of roads, but milling and resurfacing of front roadways really was needed as well pending finances and ability to do the work.

Bryan explained that roads in neighborhoods like Avery Park typically need milling and resurfacing work every 20 to 25 years. He stated that the back alleys were due for not only milling and resurfacing, but the roads were holding a lot of water and needed to be inverted to better drain into storm drains. He explained in depth the process and how that would be done with the milling and repaving work. He stated they could not be seal coated again.

Bryan explained that the front roads could be seal coated and it may buy another 3 years, but would still show the existing cracks, ruts, etc. as seal coating merely protects roads that are already in good condition and is not meant to fix existing problems that are present on our roadways. Bryan felt the front roadways, particularly the entrance to the community were also becoming due for milling and resurfacing as well in the near future.

Bryan discussed the costs associated with current market, inflation, etc. He stated that costs had gone up since last year, but he did not foresee costs going down for a variety of reasons. He stated that this project wouldn't cost half in a year as someone suggested. He explained the labor situation, supply/demand situation, shortages, etc.

Meridythe from Mark Management stood up to discuss the quotes received and reserves. She stated that the community has \$114,000 in roadway reserve, just shy of \$119,000 in general fund, and also interest on accounts totaling roughly \$8,900 that could be used for this type of work. She stated that she felt the accounts could handle the roadwork if the quote for \$140,000 to complete all roadwork was an option we chose to go with.

Christina Higley pointed out that the quotes had some major disparities with prices ranging from \$138,000 to \$325,000 for the project and she was concerned the quotes were not comparing "apples to apples" as the square footage in quotes wasn't correct and there were significant cost differences in the amount of asphalt (1 inch vs 1.5 inch) they were quoting. Meridythe from Mark Management stated the reserves may cover the project based on the lowest quote. Christina in response expressed concern that the lowest quote may not be accurate and the reserves may not cover the project. Christina asked Mark Management to have the quotes revised to show the correct square footage in both quotes as well as quote the same depth of asphalt being used so they were all comparable quotes.

Christina Higley stated to community that no decisions were being made this month, but this meeting was rather an opportunity for the community to be aware of major upcoming 20-year projects and wanted the community to ask questions, share their feedback, and be a part of the process as transparency with big projects was important for the current board.

- **Benches**

The two benches being replaced at pond have been priced again and the price has gone

up \$1300 since original quote was obtained November of 2020. Meridythe from Mark Management said they have another company they use and will obtain another quote. Christina Higley mentioned the benches are indeed rusting and do pose a safety risk if someone were to cut themselves. They are 20 years old and in need of replacement.

- **Pedestrian Gate Lock**

Mark Management was requested by board to get pricing for keypad locks to replace the old locks that currently require a key to use. One of the locks is not working correctly. Mark Management was unable to provide a quote and “did not hear back” from who they contacted. Board requested they provide a quote by June meeting for review.

- **Mailboxes**

After residents complained that the newer version of the Pony Express mailbox requires a key and does not have a flag allowing for outgoing mail, the board as well as ARB investigated an additional mailbox option that would allow for this. A mailbox option was presented that is available through Lowes. Board asked Mark Management to send this to ARB for approval and then have it presented to the board in June to be added to the approved mailbox selection.

### **OPEN DISCUSSION:**

Karen Bishop asked if new colors for homes could be considered since none have been added for quite a period of time. Christina Higley asked Rebekah Dossett and ARB if we could consider every 5 or so years adopting new colors that are up to date with trends. It was acknowledged that colors had not been updated in many years and Karen Bishop felt the number of blues, for example, were lacking in the book. Christina asked Karen and whomever else is interested to present to ARB new color options and ARB would then need to determine if they fit in with the existing color options. ARB would then send their recommendation to board for final vote and adoption.

**NEXT BOARD MEETING:** May board meeting will be held on Tuesday, June 21, 2022, at 7:00pm at Marino Residence at 409 Park Lake Drive.

**ADJOURNMENT:** With no further business, a motion to adjourn the meeting was made at 11:53am by Christina Higley and seconded by Danny Kavanaugh.

Respectfully Submitted,

Lara Mangiarelli, Secretary