

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

Tuesday, June 21, 2022

Residence of Michele Marino 409 Park Lake Drive

President Christina Higley called the meeting to order at 7:02 PM.

## **ATTENDANCE**

### **Directors:**

- Christina Higley, Danny Kavanaugh, Lara Mangiarelli, Josh Hogan, Michele Marino
- Michelle Carey represented Mark Management and Eddie Beach, Senior Managing Director was in attendance from Mark Management

### **Committee Chairs:**

Rebekah Dossett - ARB  
JD Thoms – Grounds  
Karen Bishop – Pond

### **Homeowners:**

Jose & Veronique Rumirez  
Bruno Mangiarelli  
Bryn Higley  
Justin Nescott  
Tony Dossett  
Debbie Waterhouse  
Heather Miller  
Dawn Tinder  
Ed & Kari Maggard  
Mark Mahan

## **FINANCIAL REPORT**

- Financial report for May 2022 presented and accepted as reported.

## **STORM DRAIN CLEANING ISSUES**

- The community was having the storm drains cleaned and camera work done to explore the issue behind Park Lake Drive as to why the drain was sinking.
- During the work being performed on 6/21, property damage occurred to both a homeowner's mailbox and bushes.
- Walt Cush from American In Line called in via telephone to discuss the situation. Stated the truck was too large for alleyway and he should have brought his smaller truck.
- Walt also stated the drains were a lot dirtier than he anticipated and presented to the board a change order for over \$9,000 for additional work.
- Christina stated that the board approved a flat price bid vs. an hourly option and a flat rate option agreed to \$18,000. Therefore the change order was unacceptable.
- Walt said he would speak to the owner of the company and be back in touch.
- Christina reassured residents where property damage occurred that they would be made whole again.

## **COMMITTEE REPORTS**

**ARB:**

- Rebekah Dossett presented to the board an ARB request for her own property. Board will review.
- Mailbox options: Vendor has not responded to Michelle Carey regarding her inquiry about other options. Mark Management will write up the ARB Amendment to add the Lowe's mailbox discussed at May's board meeting as an option. ARB and board will continue to look for other options that will allow for outgoing mail and also accept larger envelopes and packages.

**CLOCK:**

- Cameras in both clock tower and pool closet are running hot due to high temperatures. Cameras in pool closet were found not working and camera technician was engaged to do firmware update as well as allow hard drive to cool down/reset. Vendor suggested some type of cooling pad or fan for the hard drives to keep them from burning out. Christina Higley asked Michelle Carey to research options as soon as possible

**GROUNDS:**

- J.D. Thoms spoke regarding an email sent by President Higley to the board, JD, Mark Management, and the owner of Always Mowing that addressed ongoing deficiencies with the lawn care. The email stated items in the contract that were being neglected along with numerous pictures showing examples around the property that needed work.
- JD stated that the landscaper was having difficulties due to Covid, retaining workers and personal issues that had led to many of the noted deficiencies. Christina felt it had been an ongoing issue as many gardens were overtaken by weeds, trees were overgrown, and numerous attempts to communicate issues had been made with little success.
- Danny Kavanaugh mentioned there seemed to be an issue with communication and board was asking to be kept informed. JD stated that he instructed the owner of Always Mowing to not answer to the board and to only take direction from him. Board stated that JD did not have the authority to give such directive to landscaper.
- Board offered to meet with JD and landscaper to see if issues could be resolved. A mutually agreed to date and time pending.
- Tree trimming – Scheduled for June 27<sup>th</sup> and 28<sup>th</sup> with Word of Mouth Tree Service, Michelle Carey will confirm.

**RETENTION POND:**

- The pond is currently looks great. Waiting on the quote for second application during the hot season so that the pond isn't getting algae blooms as frequently.

**ENTRY GATE & POOL:**

- In follow up to concerns presented at May's board meeting, former cleaning service was terminated. Association received a letter from her attorney for the outstanding balance she claimed she was owed. Danny spoke with the attorney and discussed the association's position on her collecting payment for services not performed. Camera surveillance was reviewed and the balance for the one day of cleaning in May was

issued.

- New cleaning lady has started and the bathrooms are looking much better. Danny stated he will draft a contract for the new cleaning lady since the agreement drafted by Mark Management was insufficient.
- We received a letter and information packet from the Florida Department of Health regarding a Cryptosporidiosis infection that could cause sickness to swimmers. Board asked Michelle Carey to contact our pool service to determine if the pool can be treated proactively to make sure the pool is not infected with said parasitic infection during hot months. Michelle stated she had reached out to pool company, but had not heard anything back.

#### **FENCE/GAZEBO/PLAYGROUND:**

- Caroline Burchett found original company that installed the playground equipment and asked for a quote to get replacement parts for the areas of concern. They submitted a quote for \$16,000. It was noted that brand new equipment might be cheaper than this option and will be budgeted for 2023.
- Tony Dossett offered to try and find something for a temporary fix to reduce potential of children from being exposed to/cut by rust.

#### **SOCIAL:**

- Bubble Party for the end of school was a HUGE success.
- Memorial Day celebration had a fantastic turnout.
- Michele Marino made a motion to approve \$500 for a refrigerator and 2 umbrellas with stands for the pool area. Danny Kavanaugh seconded. Unanimously approved by board.
- July 4<sup>th</sup> Celebration is coming up. Lara and Christina asked that people get their RSVP's in!

#### **NEWSLETTER:**

- Michele Marino needs pictures from Last Day of School party and Memorial Day party to complete newsletter for July.

#### **WELCOME:**

- The Nescott family received their basket at 316 Balfour. Welcome to the neighborhood Justin and Demetra!

#### **WEBSITE:**

- Board requested that new Lowe's mailbox option be added to website once amendment was executed.

#### **COVENANT COMPLIANCE:**

- Christina Higley stated that the inspection report for May was not in good condition. She expressed concern for the ongoing inconsistencies in reports and frustrations with third party inspector Madeleine Brown.

- Christina stated she walked property monthly and numerous deficiencies that had been brought to Mark Management's attention that were constantly being taken off report – missing shutters, dirty homes, homes in need of repainting.
- Christina questioned Mark Management regarding fining committee and how a few known homes have never make it to fining committee. Michelle did not provide a response.
- Following a report of one resident receiving five letters Mark Management was questioned on the process. The Board was advised that due to Mark Management changing their software system, residents would now receive multiple letters for infractions versus one letter a month. Mark Management stated there was nothing they could do to resolve the issue and that it would require a personalized letter which would cost the community more money to produce.
- Mark Management advised it has stopped sending covenant compliance letters via USPS and went to sending all covenant compliance letters via email. Danny Kavanaugh advised it was necessary for an opt-in for the residents to allow for the letters to be emailed pertaining to compliance as some residents may have no clue they are receiving these letters in their email.
- Christina Higley gave notification that the Board, after much consideration and various ongoing issues not only with covenant compliance, but multiple other concerns brought repeatedly to Mark Management's attention, a decision to terminate the contract with Mark Management was made
- Written notice was given to Michelle Carey by Christina at the meeting. The board thanked Mark Management for their service.
- Christina explained that three bids were sought out for association management services in addition to Mark Management's contract being reviewed and all board members individually were asked to review contracts, perform reference checks, and do their own interview of the companies presented.
- Board members asked to have a few additional days to consider proposals and would vote on a decision in coming days on who the new vendor for association management services would be.

#### COMPLAINTS:

- Nothing to report

#### OLD BUSINESS:

- **Installing electrical outlets at the front entrance:** Project may be delayed due to more significant projects.
- **Revised quotes to repave road:** Christina Higley made a motion to put on hold roadway project until new Management company is in place. Michele Marino seconded. Vote unanimous
- **Bench replacement quotes:** Christina Higley made a motion to put on hold to until new management company is selected. Josh Hogan seconded. Vote unanimous
- **Pedestrian gate – Keypad lock quotes.** Christina made a motion to put on hold until new management company is selected. Josh Hogan seconded. Vote unanimous
- **Bathroom updates –** New fixtures to be installed on June 23<sup>rd</sup>. Michele Marino will meet with vendor to get the install completed.

**NEW BUSINESS:**

- **Internet for cameras** – Quotes were presented from Spectrum & ATT. Christina made a motion to put on hold until management company is selected. Danny Kavanaugh seconded. Vote unanimous

**OPEN DISCUSSION:**

- No additional questions or concerns from residents present.

**NEXT BOARD MEETING:** July board meeting will be held on Tuesday, July 19, 2022 at 7:00pm at Michele Marino's house 409 Park Lake Drive.

**ADJOURMENT:** With no further business, a motion to adjourn the meeting was made at 9:23PM by Danny Kavanaugh. Seconded by Lara Mangiarelli.

Respectfully Submitted,

Lara Mangiarelli, Secretary