

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

Tuesday, November 15, 2022

Combination Meeting at Perkins, Winter Springs and  
Virtual Meeting via Zoom

President Christina Higley called the meeting to order at 6:03 pm.

## **ATTENDANCE**

### **Directors:**

- Christina Higley, Lara Mangiarelli, Michele Marino, Danny Kavanaugh, Josh Hogan
- Marilyn Vince, Gasner Guerrier, Lisa Moore, Gretchen Ortiz

### **Committee Chairs:**

Rebekah Dossett - ARB  
Bryn Higley – Pond  
Caroline Burchett – Welcome

### **Community Members:**

Bruno Mangiarelli	Scott Meister
Sam and Heather Miller	Gary Oroian
Harry and Linda Timmons	Debbie Waterhouse
Mark Erickson	Debra McCloskey
Greta Olsen	Dwayne and Sue Williams
Ed and Kari Maggard	Ryan and Jen Johnson
Tim and Tasha McGraw	Kristen Hogan
Phil and Roseanne Karr	Deb Wabbe
Tony Dossett	Steve Sanger
Lynette Swigart	
Jose Ramirez	

## **MINUTES**

Minutes were not unanimously passed prior to the meeting because a board member did not approve them prior to the meeting. Christina made a motion to pass the minutes as written, seconded by Michele Marino. Unanimously approved by board members present.

## **FINANCIAL REPORT**

Josh Hogan presented the financial report from Top Notch for October 2022. Accepted as reported.

Rebekah Dossett questioned being able to see the financials. Financials for previous months once approved are put on the Top Notch portal. Christina was unsure what she was referring to and asked to hold any questions until the end. Rebekah and other residents stated that they wanted to be able to ask questions if board was going to be voting on large projects and

spending the community's money. Christina stated to the room that there were no "secret votes" or any decisions being made tonight for any projects that she was aware of. She stated her disappointment that there was any such rumor and that she was unaware as the President of any decisions being made that would affect reserves or financials. She stated that from day one the community would be made aware of any major votes or projects and that is still the plan. She also stated that instead of residents feeling anxious or unsure about what is occurring based on hearsay they should contact herself or the board members to ask questions. Stated that the rumors or hearsay was creating unneeded tension and a lot of information being shared in the community such as on social media was untrue. Asked that community members hold questions until the end so they could get through all items on the agenda.

## **COMMITTEE REPORTS**

### **ARB:**

Rebekah reported that standard requests are coming in. Rebekah also reported that the ARB committee is still working with the Sherwin Williams color suggestions and hopes to have new colors added to the pallet soon. Suggestion was made to consult with Mary Jo Klausing to have her review colors.

**CLOCK:** Nothing new to report.

### **GROUNDS:**

Christina noted that the weeds behind 400's need attention in the rocks and the annuals in the front of neighborhood never took off and need some attention as well as they look dead. Top Notch will contact landscaper.

**RETENTION POND:** Nothing new to report.

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

All repairs completed at pool. Tony Dossett mentioned that water didn't seem to be moving like it had been. Christina mentioned that there had been a lot of debris after Hurricane Nicole in pool. Asked Top Notch to have Clarity Pools look at pool filters, etc. to see if there is any clogging or issues.

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

Christina noted that further discussion needs to be had about the extensive rust on playground equipment being new equipment is not scheduled until 2028 currently.

### **SOCIAL:**

Neighbors' night out was a huge success. Thank you to Greta Olsen and Caroline Burchett for hosting this neighborhood event. Upcoming events include Gingerbread House Building on 12/11. Also working to get a visit from Santa Claus scheduled. Date TBD.

### **NEWSLETTER:**

Michele hopes to get a newsletter by beginning of the new year. Michele is asking for ideas on what the community would like to see or hear. Please email, text, or stop by.

**WELCOME:** Nothing new to report.

**WEBSITE:** A request was made from a resident to add information on how to get to Top Notch portal to Avery Park website. Marilyn Vince will work with Brad Carlson to coordinate.

**COVENANT COMPLIANCE:**

- Quite a few concerns brought up to BOD members about the letters that have gone out. Christina noted that these violations had gone out late and now it's time for them to go out again. The timing needs to be improved upon.
- There are some serious concerns regarding what needs letters and what does not. Lots of complaints from residents receiving letters regarding dirty fascia/gutters/soffits. Many of these homes do not have dirt on these items, but rather material is just showing age. Need to figure out what is worthy of a letter and what is not.
- Christina asked why homeowners are getting letters saying they need to repaint their homes when they just painted their homes in the last year. Wondering why that information is not on file/transferred from Mark Management. Marilyn stated that the letters are combined to say "needs cleaning or painting." They will separate those two items so homeowners won't think they need to paint their homes.

**COMPLAINTS:**

- Christina addressed the lack luster job that Top Notch is doing. Amongst things being brought to her from the community include: rude behavior from Top Notch staff when members of the community call in to Top Notch, lack of detailed information on what exactly a community member is being given a violation for, and the lack of follow up from Top Notch community members call in or send an email.
- Christina also addressed the poor communication on follow up between the BOD and Top Notch staff. Christina mentioned that when Top Notch was first interviewed, they told the BOD that Marilyn (the owner) would be in charge of the Avery Park account until such time that our community was brought to a position when it didn't need her full time attention. There is an outstanding open tasks that are not being given attention and still one that is 120+ days old. Christina stated she did not feel Lisa or Gretchen were experienced enough and we needed to hit the reset the button on the situation as the community was going through a lot of 20 year repairs/transition and needed someone with Marilyn's expertise for now.
- Debra McCloskey stated that Top Notch needed to retrain their employees if this was a problem and that Top Notch was hired to assist the board and make their lives easier. She questioned why the board was dealing with so many of these frustrations if the residents of Avery Park are paying them to perform certain tasks.

**OLD BUSINESS:**

**Reserve Study:**

- Top Notch contacted vendor and it is in final review. Should be available in 3-4 business days.

**Storm drain:**

- Christina asked Josh if anything had been budgeted in 2023 for storm drain repairs. Josh stated that nothing has been budgeted to include the storm drain work. A special assessment will likely be necessary to complete the extensive work that needs to be completed, but it's too early for board to make decision.
- Josh expressed concerns regarding the current proposals and suggested again that an engineer is consulted to review information before any decisions are made. Christina stated she had shared with Top Notch the names of three engineer firms and Top Notch had not provided any updates for weeks or gotten a hold of these

firms. Christina expressed frustration and lack of support from Top Notch and certain board members and wanted to work with engineer, but a deadline for getting this process in place needed to be discussed as the problems were not fixing themselves.

- Danny made a motion to form a committee to secure an engineer and to report to the board with the best options to move forward with repairs to the storm drain system. Motion seconded by Michele Marino. Unanimously passed.
- Harry Timmons along with Lou Eyerman offered to help identify engineers and be a part of committee with understanding of urgency of project.
- Bruno Mangiarelli asked about getting an RFP written to help find companies able to help complete the storm drain project. Top Notch was familiar with RFPs but had never completed one for this type of work.

#### **Lift Station Generator – Petition to City of Winter Springs:**

- Christina Higley will be meeting with the City of Winter Springs on Wednesday 11/23/2022 to present a letter to the city on behalf of HOA and discuss concerns in hopes of being considered for permanent generator at lift station. Will update community.

#### **NEW BUSINESS:**

##### **Estimates received since last meeting:**

No new estimates received since last meeting.

**Widening of Curbs:** This discussion is once again tabled until we can get the storm drains and road repairs are underway.

#### **OPEN DISCUSSION:**

Linda Timmons stated that the gossip and divisiveness in the neighborhood against board members by some of the neighbors needed to stop. She felt that certain people were spreading lies about the board and it was unkind and unproductive. Felt neighbors should be kind to each other.

Phil Karr asked if kids could stop playing football on his street and play at the playground. Board stated the roads were for everyone's enjoyment and not something that would be addressed by the board. Children will be able to play in the roads.

**NEXT BOARD MEETING:** A special meeting for the Budget will be held on Thursday, December 1, 2022 at 6:00pm via combination meeting at the Oviedo Library and Zoom.

**ADJOURNMENT:** With no further business, a motion to adjourn the meeting was made at 7:54 pm by Christina Higley, seconded by Danny Kavenaugh.

Respectfully Submitted,

Lara Mangiarelli, Secretary