

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

Monday, January 16, 2023

Wedgewood Tennis Villas, 1401 Forest Hills Drive  
Winter Springs, FL 32708

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

## **ATTENDANCE**

### **Directors:**

- Christina Higley, Lara Mangiarelli, Michele Marino, Danny Kavanaugh, Josh Hogan

### **Top Notch Management:**

- Ashley Roghelia, Erin Pollock

### **Committee Chairs:**

Rebekah Dossett - ARB

Bryn Higley – Ponds

Caroline Burchett – Welcome

### **Community Members:**

#### **In Person:**

Bruno Mangiarelli

Tony Dossett

Bill and Mary Rinaldi

Brad Carlson

Debbie Waterhouse

#### **Via Zoom:**

Greta Olsen

Dawn Tinder

Kristen Hogan

Nancy O'Neal

Steve Sanger

## **FINANCIAL REPORT**

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

## **COMMITTEE REPORTS**

**ARB:** Normal requests. Christina asked Rebekah if the new color palette has been selected. She explained it is being worked because more blues, yellows and greens were still be added. She stated that she didn't want to have a book made too soon that didn't contain all the colors.

Christina stated that there was a home that has been under construction and had ripped out the front garden. ARB approved request in October and project was supposed to be

completed in October and is a mess. Asked who should be following up on ARB requests to see if they are completed correctly Top Notch or ARB. Top Notch stated they would be happy to follow up on matters like this.

**CLOCK:**

Nothing new to report.

**GROUNDS:**

- Light on Avery Park sign closest to basketball court is out. Requested bids to have light fixed.

**RETENTION POND:**

- Bricks coming apart on east end of pond closest to gazebo on the retention wall. Top Notch will get some estimates ASAP to have it fixed as it poses a safety hazard. Caution tape will be put up around the area, so individuals do not walk on the retaining wall.

**ENTRY GATE & POOL:**

- Gate has been repaired from automobile incident.
- Pool will be closed week of January 30<sup>th</sup> for phosphate treatment.

**FENCE/GAZEBO/PLAYGROUND:**

No issues

**SOCIAL:**

- We have a tentative schedule for 2023 set but are in desperate need of more volunteers. Social committee will send calendar to Brad Carlson to post on website.

**NEWSLETTER:**

- Michele Marino is planning a spring edition. She is asking for help with contributions for the newsletters. Please get her anything that you would like to see included.

**WELCOME:**

Nothing new to report.

**WEBSITE:**

Nothing new to report.

**COVENANT COMPLIANCE:**

- Top Notch was asked to include pictures with inspection reports for homeowners. There are still questions from the community as to what they are being cited on. They will be included in next month's report.

**COMPLAINTS:**

No community complaints received.

**OLD BUSINESS:**

- **Reserve Study** has been sent out to the community for them to look at prior to the budget meeting.
- **Storm drain** – Harry Timmons sent out an email. He has had numerous

engineering companies not interested in working with Avery Park, but was hopeful to be talking to one in the coming days that did show interest in discussion project.

Christina asked Top Notch for options pertaining to loans if a special assessment was ultimately needed to do the repairs. This was requested since August. She also mentioned that the City of Winter Springs shared information with her regarding very low interest loans and she would pass that information along to them to look into. Top Notch stated they would have options to look over for the budget meeting.

- **Budget meeting** is set for Saturday, February 11, 2023, at 9:30am at Wedgewood Tennis Villas in small meeting room.

## **NEW BUSINESS:**

- **Any estimates received since last meeting:**  
Quote was received from engineering firm sourced by Top Notch to look at Storm drain reports and make recommendation. They wanted over \$20,000. Majority of board members were not ready to consider the proposal until others were obtained.
- **Top Notch transition:**  
Christina asked Top Notch about the papers we have in storage from Mark Management. Concerned about losing important paperwork and them not being digitized. Asked if Top Notch could digitize the important papers so that they are readily available when needed in the community.
- **Lift station generator update:**  
Christina updated that she had met with the City of Winter Springs regarding the sewage back up in community during Hurricane Ian and need for a generator on lift station. The city conducted a study to assess the situation and an engineer study came back. The lift station was in good, operable condition with no deficiencies, but due to intake of sewage and history of back up during power outages, a generator was recommended to be installed. The city stated that due to generators taking a minimum of 18 months to obtain, they will be installing a temporary generator ahead of any hurricanes or storms that may pose a risk of power failure. Christina will be meeting with the city utility manager and commissioner to come up with a plan for how this will look to ensure the community is never put in a predicament with sewage back up again.
- **Storage unit/city update:**  
Discussion pertaining to proposed storage unit project across from Avery Park. Christina reported that the community needs to get involved. There is a 3-story apartment building slated to be built next to Avery Park and the Storage Facility is still being talked about across the street from our community. Board heavily encouraged Avery Park residents to attend the meetings and speak up. The board will keep the community aware of meetings. Christina has had meetings with the City of Winter Springs and been in communication with commissioners as well as BOD at Tuscawilla Crossings. She suggested we reach out to Tuscawilla Crossings and hold a

combined community meeting to mobilize.

- **Community Maintenance:**

Lara commented about the community not looking as good as it should and the current landscaper not removing and maintaining the weeds, especially around the pool and by the entrance gates. It was noted that this was part of his contract. This conversation was had in May and there was zero change in the condition of the property – if anything it had gotten worse. Many dead bushes, weeds everywhere, just overall lack of attention to detail. Lara stated that we can't hold the people living in the community to a higher standard than we are holding the landscaper to in maintaining the common areas. Discussion was had to possibly have Always Mowing continue to do the lawns and hire someone else to do the landscaping. Josh suggested we get bids for the landscaping and mowing before budget meeting and reassess the whole situation if we aren't happy. Top Notch will reach out to some vendors to discuss getting quotes for lawn and landscape maintenance.

**OPEN DISCUSSION:** No community questions or comments.

**Budget Meeting:** Saturday, February 11, 2023 at 9:30am.

**NEXT BOARD MEETING:** February board meeting will be held on Monday, February 20, 2023 at 7:00pm at Wedgewood Tennis Villas.

**ADJOURNMENT:** With no further business, a motion to adjourn the meeting was made at 8:28 pm by Christina Higley, seconded by Lara Mangiarelli .

Respectfully Submitted,

Lara Mangiarelli, Secretary