

Approved:

Zack Taylor – 2/17/2021

Ed Heffelfinger – 2/17/2021

Jule White – 2/17/2021

Cathy Gilbert – 2/17/2021

Kathryn Waite – 2/17/2021

**Avera Place Home Owners Association Meeting Minutes
January 20, 2021 3:00pm ET/12:00pm PT**

1. Agenda – Zack Taylor
2. Establish Quorum: Zack Taylor, Ed Heffelfinger, Jule White, Cathy Gilbert, and Kathryn Waite from the Avera Place Executive Board with Jeb Black and Michele Apple from Wilson Property Management.
3. Old Business:
 - a. Update on USPS packages – USPS packages for the multi-story buildings are being delivered inside the Clubhouse. WPM sent out emails to owners and WPM tenants about this change in delivery. WPM is not taking possession of the packages, they will not be monitoring the packages, and WPM/Avera Place HOA will not be held liable for any damaged or missing packages. Resident feedback has been positive. USPS is still delivering to the doorstep for single story units.
 - b. Retention Ponds Update – At the last meeting it was discussed that several of the ponds were inspected and approved by the City. Two of the devices will require work: one of them will require the hole in the outlet structure to be moved 6-12” and patched, and the other will require the hole to be moved about 3 feet if the City approves it. Plans from the architect have been submitted to the City for construction of the final unit. The list of work with deadlines has been completed, and we are waiting for approval from the City to perform minor changes to the devices that underwent major reconstruction. If all goes well, aquatic plantings will start next spring. These plantings are not will be at an extra cost but there is a 1-year warranty for them. Also, construction of Device # 6 (the pond to the right of the traffic circle) will begin. It will need to be reshaped and we are hoping to salvage the riser structure where it exits the pond; there is rip rap to slow the flow coming out. The deadline for that work is October 31, 2021 assuming the plans are approved. If the plans require modification, an extension will be requested. The tree removal on the back side of the berm at Device #6 is still pending. There is other work to be completed by the same company and they will remove the remaining trees at that time. A maintenance contract has been signed with Triangle Pond for the retention ponds and maintenance of the fountain at the traffic circle. Maintenance of the ponds does not include cat tail removal. Keeping the cattails out of the retention ponds is one of the larger concerns and there is a 1-year warranty from the time of removal if the cattails do grow back. All trash removal, mowing, trimming back etc. is covered in the pond maintenance contract. A report on each pond device included some minor maintenance work, including the addition of rocks in a couple of the ponds, but the cost is insignificant compared to what has been spent to get the ponds where they are now.
 - c. Fountain – The concrete patching to the interior wall of the fountain is being completed in conjunction with sidewalk repairs in front of buildings 12 and 13. This work will be completed by Daugherty Concrete the week of January 25th. A different vendor will paint the areas that are patched.

- d. Handrails on property -- The property was audited by Nationwide after the HOA switched Master Insurance policies in 2019. Due to code changes since the property was constructed, Nationwide is requiring additional handrail installation to several areas that have steps throughout the community. 3 bids were obtained:

Company	Scope of Work	Cost
CTI	Install handrails at 19 locations as required by code and insurance specifications	\$13,245.38
Onofrio Construction	Install handrails at 19 locations as required by code and insurance specifications	\$16,015.63
Worthy's Fencing	Install handrails at 19 locations as required by code and insurance specifications	\$5535.17

Follow up questions for the vendors:

- How deep will each vendor dig the holes be for the handrail posts?
- Is stability provided by the depth of the post holes?
- Will all 3 companies include spacers for the handrails to match the handrails already on site?
- Will Onofrio or CTI be putting stone at the base of the post sleeves for drainage?
- Are the 4x4 inserts required or are the sleeves an adequate support if they are cemented in at a specific depth?
- Is there a guarantee or warranty on the work? If so, what is covered and what is the time frame?

Ed Heffelfinger stated that he researched each vendor's Google reviews and that out of 5 stars, CTI (with 13 reviews) has a 3.9 rating, Onofrio (with 13 reviews) has a 4.0 rating and Worthy's (with 8 reviews) has a 5.0 rating. Of the vendors who submitted estimates, Jeb Black stated that he has used both Onofrio and CTI but was unfamiliar with Worthy's. Due to concerns and questions remaining, Jule White made a motion to table this topic until the Executive Board Meeting. Cathy Gilbert seconded the motion.

- e. Tennis Court Lights – The bulbs on the left side of the court appear to be burned out. Michele Apple is getting a bid from PowerMaster Electric to replace those bulbs. If most of the cost is to get a cherry picker on site, she will get a quote to replace all the bulbs. There is concern that the issue is electrical and not just the bulbs. Zack Taylor explained that the contractor had been replaced which took care of the previous electrical issue. Currently, there is only a switch for the lights, so they are not timer based. An exterior timer for light functionality is being researched.
- f. Foundation issue at building 29 – Jeb Black spoke with Jim from Power Lift: Permits for the work are in hand and the work will be done in February. Power Master's scheduler has been trying to reach Michele Apple with the specific date. Once it has been scheduled, Michele Apple will relay the date to the Board as well as all residents of the building. Residents will not need to leave while the work is being done, however, Jeb Black stated the workers may request to be inside during the lift to ensure no further issues occur during the lift.

4. New Business

- a. Pickleball Net requested for at least one court – A request has been made for a permanent pickleball net. Zack Taylor stated that there is a mechanism in the ground to lower the net for pickleball use. The concern is losing functionality of both tennis courts because it is easier to lower the net for now but if a permanent pickleball is installed there is no way to raise the net 2” for tennis. Kathryn Waite stated that she does not feel it is necessary to switch the net at this time. Ed Heffelfinger stated pickleball nets cost around \$150.00. He also expressed concern for where the net would be stored while not in use and that if it were left at the tennis courts it could be stolen. Zack Taylor stated that if the demand for pickleball increases at Avera Place we can reassess purchasing a pickleball net in another year. Kathryn Waite inquired about a warranty from the company who resurfaced the courts due to a crack that is starting to form. Michele Apple stated she would contact Court One to check on a warranty. Ed Heffelfinger made a motion that we hold off on getting a pickleball net so more options can be researched. Kathryn Waite seconded that motion.

5. Next Virtual Board Meetings:

1. HOA Meeting: March 24, 2021 3:00pm ET/12:00pm PT
2. Executive Board Meeting: February 17, 2020 3:00pm ET

6. Close the official HOA meeting (Zack Taylor)

7. State of the Complex –Wilson Properties (Michele Apple)

- a. Vacancy stats
- b. Rental Rates
- c. Sales Information

Contact Information:

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