

2/22/2024: Motion made by Zack Taylor to approve January Meeting Minutes, Ed Heffelfinger seconded.

Avera Place Home Owners Association Meeting Minutes

January 17, 2024 3:30pm ET/12:30pm PT

1. Agenda – Zack Taylor
2. Establish Quorum: Zack Taylor, Jule White, Suzanne Martin,
3. Old Business:
 - i. Replacement HOA Executive Board Member: two candidates were in consideration for the open Executive Board seat and after meeting, the HOA Executive Board decided to elect Suzanne Martin to fill the vacancy. Suzanne Martin purchased has been at Avera Place since the summer of 2021. Her background is in social work, specifically non-profit administration, and she has served on and worked with many boards so is familiar with the process. She looks forward to serving the community.
 - ii. HOA dues: Dues increased by 10% this year and the Executive Board has already determined dues for 2025 so members can start budgeting. Michele Apple reports that for the most part, everyone is paying the correct dues amount but those who are not will be notified. As a reminder, there will not be any late fees for the first 2 months while everyone adjusts to the new increased dues amounts. If you have any questions about what your new rate should be, please contact the office.
 - iii. Fire panel at Bldg 1: In late November the fire alarm panel in building 1 was identified as needing to be replaced. While it was not functioning correctly, it was functioning at a capacity to avoid fire watch and the Executive Board planned on waiting for 2024 to replace it. However, Unifour offered a \$1500 discount to install it in December, so the panel was replaced then.
4. New Business:
 - i. March Meeting to be held on Zoom: The Executive Board decided to switch platforms for the meetings for 2024. Going forward, meetings will be held on Zoom instead of the GoToWebinar platform.

- ii. Reserve Study: The last Reserve study was completed in 2017 and one of the biggest areas of necessary work identified was roof replacements. Due to Covid and the difficult decision not to raise dues for 2 years during the pandemic, the Reserve Study that was completed is now out of date. Michele Apple has reached out to Global Reserve Studies and Criterium Giles (the company that completed the 2017 Reserve Study) for estimates on having the reserve studies completed. The current Reserve Study can be found at wpminc.net.
- iii. Executive Board to Walk property to assess parking issues: There have been some issues on property in regard to parking. These issues tend to fluctuate as residents come and go, however, the Executive Board has received enough complaints that it will determine a time to walk the property to identify the most problematic areas where no parking zones should be considered. If there are particular areas that residents are concerned about, please send an email to Michele Apple for consideration. Top concerns expressed: visibility in terms of safety while traveling through out the community.
- iv. Update on necessary retention pond work: The retention ponds have had a lot of work completed to bring them up to par, but there will continue to be necessary work identified as they are inspected every year. Currently, Triangle Pond completes monthly maintenance on the ponds and they have identified some issues that will need to be addressed before the next annual inspection by the City in June. They have provided a quote of around \$5500 but Michele Apple will obtain another bid for the work for the Executive Board to choose from.
- v. 2024 Pool Season: The Avera Place pool is now being serviced by a new pool company, Southeast Pools. The pool will open May 11, 2024, and will close September 15, 2024. The electronic key cards will be deactivated, and all residents will need to come in to sign off on the pool rules to have the cards reactivated. An email will be sent out to all owners and residents with the specific dates this will occur, but likely card will be deactivated in mid-April.

- vi. Radon: An owner has brought up that a radon test should be completed at the Clubhouse because some properties have had high radon levels. Zack Taylor instructed Michele Apple to go ahead and have a radon test completed at the Clubhouse.
- 5. Future Meetings:
 - 1. Executive Board Meeting: February 2024 TBD
 - 2. Online HOA Meeting: March 20, 2024 3:30pm
- 6. Close the official HOA meeting (Zack)
- 7. State of the Complex –Wilson Properties (Michele)
 - a. Vacancy stats
 - b. Rental Rates
 - c. Sales Information

Contact Information:

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