

Cambridge Place Homeowner's Advisory Committee Meeting Minutes

Meeting Date: Wednesday October 28, 2026 at 4:00 p.m.

Location: Villages of Avalon Clubhouse - 681 Oak Chase Blvd.

Meeting attendees:

Mike Ferguson – Cambridge Place Advisory Committee Member (via Zoom)
Chaz Hollingsworth – Cambridge Place Advisory Committee Member
Larry Meyer – Cambridge Place Advisory Committee Member
Doug Stanford – Cambridge Place Advisory Committee Member
Jim Amrhein – Inframark
Vicki Adams - Cambridge Place resident
Donna Diano - Cambridge Place resident

Regrets: Liz Alvarez – Cambridge Place Advisory Committee Member

Agenda Items:

I. Call to Order / Determination of Quorum
II. New Business
   - **a.** Approve termination of Down to Earth Landscape recommendation to HOA Master Board
   - **b.** Approve new landscape company Millennium Lawn & Landscape recommendation to HOA Master Board
   - **c.** Vote to approve 2027 Budget for Cambridge Place Community recommendation to HOA Master Board
   - **d.** Discuss and approve proposed Amendment changes to the Covenants and Restrictions for Cambridge Place to include fertilization and pest control to be voted on by Cambridge Place homeowners at the HOA Annual Meeting.
III. Resident questions on Agenda Items
IV. Meeting adjournment

I. Call to Order / Establish Quorum:

A motion was made by Chaz Hollingsworth to call the meeting to order at 4:00 p.m. Motion was seconded by Larry Meyer.

Quorum was established based on 4 of the 5 Cambridge Place Advisory Committee members in attendance.

II. New Business:

c. Approve termination of Down to Earth Landscape recommendation to HOA Master Board:

Due to servicing issues with Down to Earth Landscape and feedback from the homeowners of Cambridge Place, the Advisory Committee have made a recommendation to terminate the landscaping maintenance services provided by Down to Earth Landscape.

The motion to terminate the contract with Down to Earth Landscape was made by Doug Stanford and was seconded by Chaz Hollingsworth. All Committee Members were in favor of this motion.

This recommendation will be made to the Villages of Avalon HOA Board at their Board meeting on Friday, October 30th for approval to terminate services effective December 31, 2026. Jim Amrhein will then send the termination notice to Down to Earth Landscape.

b. Approve new landscape company Millennium Lawn & Landscape recommendation to HOA Master Board:

The Advisory Committee are recommending that we hire Millennium Lawn & Landscape to provide the landscaping services for Cambridge Place.

The motion to hire Millennium Lawn & Landscape was made by Chaz Hollingsworth and was seconded by Larry Meyer. All Committee Members were in favor of this motion.

This recommendation will be made to the Villages of Avalon HOA Board at their Board meeting on Friday, October 30th for approval to hire Millennium Lawn & Landscape effective January 1, 2027.

c. Vote to approve 2027 Budget for Cambridge Place Community recommendation to HOA Master Board:

Doug Stanford presented the proposed 2027 budget for Cambridge Place. (see attachment)

Income: The HOA Assessment Income will remain at $101,400 for 2027 based on maintaining the quarterly HOA fee at $325 per homeowner.

Fee Income: Nothing has been entered in 2027 as any potential income from Late Fees or Delinquent Letters cannot be estimated. If any income is received from these budget items it will be applied to the Operating Income.

Expenses:
Entry Maintenance: Amounts represent potential expenses related to repairs and maintenance for the entry gate, as well as the expenses paid for the access gate telephone and database.

Landscape Maintenance: The amount paid for landscaping has been reduced to reflect the new fee that has been proposed by Millennium Lawn & Landscape.
An amount of $3,300 has been allocated for any potential fuel surcharges as part of the landscaping contract if the average price for fuel should exceed amounts specified in the contract. This allocation will only be needed if fuel prices increase and if not then this money will be reallocated to the Operating Income.

Other Expenses: this amount has been increased in 2027 from 2026 to cover any unexpected legal costs and printing/mailing costs related to requests for special meetings or other legal matters.

The motion to approve the 2027 Budget for Cambridge Place was made by Mike Ferguson and was seconded by Chaz Hollingsworth. All Committee Members were in favor of this motion.

The 2027 budget will be presented to the Villages of Avalon HOA Board at their Board meeting on Friday, October 30th for final approval.

d. Discuss and approve proposed Amendment changes to the Covenants and Restrictions for Cambridge Place to include fertilization and pest control to be voted on by Cambridge Place homeowners at the HOA Annual Meeting.

Based on the majority of homeowners of Cambridge Place voting to maintain landscaping services as part of the HOA fees, the Advisory Committee are recommending that we update the Covenants and Restrictions for Cambridge Place to explicitly state that “Lawn Maintenance” includes trimming of trees and shrubbery as well as fertilization, pesticides and insecticide applications.

The proposed wording for the amendment change to the Covenants for Lot Maintenance has been provided to our legal counsel for review and final approval.

The motion to approve the proposed Amendment changes to the Covenants and Restrictions for Cambridge Place to update the services included under Lawn Maintenance was made by Mike Ferguson and was seconded by Doug Stanford. All Committee Members were in favor of this motion.

Homeowners will be provided with the proposed Amendment along with a Proxy form to vote on this proposed Amendment at the annual meeting for the Villages of Avalon Homeowners' Association which will be held on January 27, 2027.

III. Open Forum / Resident Questions on Agenda Items:

The homeowners in attendance raised some questions regarding the agenda items that were approved.

Landscaping change to Millennium Lawn & Landscape:

- There was a question regarding the $ amount of the Millennium Lawn & Landscape contract.
- Response: the $66,000 includes fertilization and pesticide applications, which works out to be $7.05 per month per homeowner for these services. Also, the price that was quoted is for the entire Cambridge Place neighborhood regardless of whether or not a homeowner does not want their lawn mowed.

- There was a question regarding "Do Not Mow Signs" and if the new landscaping company could not mow the front lawn but mow the back lawn if the homeowner wanted this done.
- Response: Millennium Lawn & Landscape have advised that if there is a "Do Not Mow" sign on a homeowners lawn they will not mow any grass, which includes both the front and back lawns. However, if there is a gate to the back yard and it is locked, they will not mow the back lawn. Also, if a homeowner does not want their grass cut but they would like their shrubbery and trees to be trimmed and they would like to have fertilization and pesticide applications, this can be arranged.

More information regarding the services that will be offered by Millennium Lawn & Landscape will be provided to homeowners once the Villages of Avalon HOA Board has approved our recommendation to terminate Down to Earth Landscape and approve the change of lawn maintenance to Millennium Lawn & Landscape.

2027 Budget:

- There was a question regarding why the 2027 Total Income was lower than the 2026 Total Income.
- Response: The 2027 Total Income is lower than 2026 because we have not budgeted any income from late fees, interest on assessments or income from delinquent letters as this income is not guaranteed and cannot be estimated. If any income does come from any of these items it will be applied to the 2027 Operating Income.

- There was question regarding the amount that was budgeted for "Landscape Extras".
- Response: The amount budgeted is related to a Fuel Surcharge that is included in the landscaping contract, in the event that the average price for gasoline exceeds a certain amount. This amount is budgeted in case it is needed but if it is not, this amount will be added back into the 2027 Operating Income.

IV. Meeting Adjournment:

A Motion was put forward by Mike Ferguson to adjourn the Cambridge Place Advisory Committee meeting. This motion was seconded by Doug Stanford.

The motion to adjourn the meeting was approved by all Committee members.

The Meeting was adjourned at 4:42 p.m.

If you have any comments or concerns regarding the Cambridge Place neighborhood that we all live in, please do not hesitate to contact any of the members of your Cambridge Place Advisory Committee:

Liz Alvarez: **cambridgecommittee5@gmail.com**

Mike Ferguson: **cambridgecommittee2@gmail.com**

Chaz Hollingsworth: **cambridgecommittee4@gmail.com**

Larry Meyer: **cambridgecommittee3@gmail.com**

Douglas Stanford: **cambridgecommittee1@gmail.com**