

**Briarpark Village HOA
Board Meeting
Gladys Harrington Library
January 25, 2010**

Attendees:

Jan Paul-President
Kathleen Savage- Vice President
Russell Vela- Treasurer
Lynn Ryan
Linda Neel- Excel Management
Sunny Miranda-Excel Management
Jerry Tomas- GAT Services

The meeting was called to order at 6:45 p.m.

GAT Services Report:

Jerry- Do you have signs prohibiting soliciting anymore? I have been picking up flyers all over, but there is always someone else putting more out.

Kathleen- There is one at the Jupiter entrance, but they just ignore it.

Russell- The one for the Park entrance is in the bushes in front of the W building. It was taken off of the retaining wall when it was rebuilt.

Linda- We can put that one up on Friday. It can either go on the stop sign or the speed limit sign.

Jerry- I have a lot of old e-mail addresses stored on the web-site. Do you want me to keep them or get rid of them?

Jan- Keep them for now. We may need to reach someone in the future.

Russell- Can they be burned to a CD so that they don't take up space?

Jerry- They can, but you have an infinite amount of space on the site.

Linda- Are you doing a creek clean-up in Feb.? The crepe myrtles and the shrubs also need to be trimmed.

Jerry- I will begin trimming on the first of Feb. There is about a half of a truck load of bottles, glass and trash to be picked up at the creek. The retaining walls at buildings I & E need to be fixed. The land by the creek used to be wide enough for three passes of the lawn mower, but now it is only wide enough for one. The other wall has gotten water behind it and is leaning out. When it was built they did not put in drain holes. It should be repaired before it falls.

Lynn- The city said that they no longer build retaining walls along the creek. It is now up to the property owners.

Russ- Would Jasmine help hold the one at the creek?

Jerry- We are going to put in some. We need to get an engineer to look at them. The retaining wall would need to be anchored deep in the ground.

Linda- I think we should cover ourselves by having an engineer look at it, but it could take a year to save up for a new wall. We might even need a special assessment.

Kathleen- I make a motion to get an engineers report on the retaining wall.

Russell- I second the motion.

The motion passed.

Jerry- There is a tree behind the V building that is dragging on the roof. It is half-dead and needs to be cut down.

Jan- Can the guys who come on Friday do that?

Linda- The ones that can will be back in the middle of Feb. They can do it then.

Jerry- There is also a maple tree at the end of building A that is almost touching the wires.

Linda- We can schedule that for the end of Feb.

Russell- We need to get it done before it falls and causes problems.

Linda- The city called about graffiti on the alley side of the white wall. They want it painted over, so we will be doing that this Friday.

Jerry- We need to buy several bags of mulch each month to spread to keep down the weeds. I can also get it by the truckload at the recycling center for cheaper.

Jan- Get it from the recycling center then.

New Business:

Linda- There was a fire at unit E-6. It was contained to the fireplace cap. There was no damage to the unit or the residents.

Sunny- Roof leak repairs for units P-9, L-2, L-1, E-2, R-2, and R-3 are beginning today and continuing all week. Units M-4, U-2, and W-5 are having roof inspections beginning tomorrow.

Jan- There are shingles missing where my roof meets the neighbors. Can they check that while they are there?

Sunny- They will be next door, so it shouldn't be a problem.

Linda- Building C needs a little bit of gutter work.

Kathleen- There is rotten wood on my storage building. It is close to the air conditioner.

Linda- We want to do some work at the mail center. The bulletin board needs to be replaced. It has gotten very nasty. We have tried to decorate it during the holidays to make it look better, but it can't always be covered. A new one is only about \$9.

Jan- You don't need our permission for something that small.

Linda- The back of the mail center is beginning to need repair also.

Lynn- We are going to put hardy board on the back of the mail center in Feb.

Linda- We also need to make plans for some concrete repairs. There are holes in front of several buildings and the surface is beginning to erode all the way to Park Blvd. We also need to have the parking spaces striped and the parking numbers painted.

Jan- These things can be done when the weather is better.

Linda- The electric meter boxes need to be strapped back onto the buildings. They were undone when the siding was replaced.

Lynn- There is nothing holding them on except the wires.

Linda- We could strap them on a few at a time.

Jan- This can't wait any longer. It is a fire hazard.

Russell- I make a motion that the meters be strapped down all at one time and as soon as possible.

Kathleen- I second that motion.

The motion passed.

Linda- There are still address numbers missing on some units. Think about fixing them and back charging the owners.

Jan- There is PVC pipe belonging to the sprinkler system in front of W-4 that needs to be covered before it freezes.

Jerry- When do you want the sprinklers turned back on?

Russell- We usually do it after the last freeze.

Jerry- We can turn them on in the middle of March then.

Linda- We need to look for a place to build a small storage place. There might be enough room by the pool pump room.

Violations:

Violation letters were sent to the entire * building due to dog waste problems. A violation letter was sent to unit** for having two satellite dishes attached to the building. Violation letters were sent to 6 units because they had not removed holiday décor. Units ** and ** received violation letters to remove and replace torn screens.

Linda- Which unit did you see working on their car?

Jan- That was unit **.

Linda- Sunny will send them a warning.

Jan- Unit ** was washing their car on property.

Linda- They will get a warning along with unit ** who has dining room chairs on the front porch.

Jan- We need you to send letters to all owners and tenants about reporting dog violations. They need to start reporting the day, time and condo number when they witness violations of the leash law and non-pickup of dog waste. If these things are not reported and taken care of we will be forced to raise dues in order to pay a service for clean-up.

Board Requests:

Sunny: Last month the owner of unit ** asked to have late fees waived if the dues payments were caught up and several more months were paid ahead. The board said they would consider it when the payments were actually made. Those payments have been made and the owner is prepaid for several months. He is now requesting that the late fees and the demand letter fee be waived.

Jan- Demand letter fees are something that the board usually does not waive because they are a cost to us from the lawyer and must be paid. Other owners have asked and been refused. This however is a special case. The owner of this unit has never been late before and he has not only held to his word by catching up, but has also prepaid by several months. If we decide to let this happen, we need to send a letter to him explaining that the demand letter fee would have to be absorbed by the HOA and that it will never be waived again.

Russell- I make a motion that we waive the late fees and demand letter fee for unit ** with the stipulation of an explanatory letter being sent reminding the owner that the HOA will have to pay for the demand letter and that we will not ever consider waiving it again.

Kathleen- I second the motion.

The motion passed.

Jan- I want to see a copy of the letter before it is sent to make sure everything we discussed is in it.

Sunny- Unit ** also wants their late fees and demand letter fees to be waived.

Jan- This owner has a history of being behind with their payments. Their payment history shows this on page 5.

Kathleen- I make a motion that the late fees and demand letter fee not be removed due to a history of problems paying.

Lynn- I second the motion.

The motion was passed.

Sunny- The owner of unit ** is once again requesting that the HOA share in the cost of their plumbing repairs. They believe that the clog was far enough down the line to be your concern as well. I called the plumbing company to ask their opinion, but they stated that it was impossible to tell where the clog was located.

Jan- This issue was discussed at a previous meeting. If the clog had been that far down the line there would have been problems with their bathroom as well as in neighboring units. Since only their kitchen sink was involved, we decided that the cost was theirs alone.

The board stood by their previous decision.

Insurance:

Sunny- Insurance bids can be found on pages 8 and 9. If you renew with Firewheel there is a savings of \$5,637 over last years cost as well as a credit for \$2,250 because you changed due dates.

Linda- This would be paid with 25% down and 9 equal monthly payments.

Russell- I make a motion that we renew with Firewheel.

Kathleen- I second the motion.

The motion was passed.

Financials:

Linda Neel quickly reviewed the financial report for December 2009. Everything is going well. The money in Compass Bank is to be converted to a CD and the money in Bank of America is to be moved to Legacy Bank.

The collection for past due fees was also reviewed. Progress is definitely being made. Several units have made large payments and many are now up to date.

General Discussion:

Jan- We need to add lighting to another building or two.

Lynn- I believe either building E or A has the necessary connections to put up the lights.

Jan- Please have the electrician check the other buildings for the necessary connections so he can do two buildings if possible.

Kathleen- I make a motion to adjourn the meeting.

Russell- I second the motion.

The meeting was adjourned at 9:48 p.m.

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