

**Briarpark Village HOA  
Board Meeting  
August 19, 2013**

**Attendees:**

**Jan Paul-President**  
**Kathleen Savage-Vice President**  
**Shawna Neill- Secretary**  
**Russell Vela-Treasurer**  
**Linda Neel- Excel Management**  
**Beverly Longino-Excel Management**

**The meeting was called to order at 6:35 p.m. A quorum was established.**

The board reviewed the minutes from the previous month.

**Shawna-** I make a motion to approve the July minutes.

**Kathleen-** I second the motion.

**The motion passed.**

**Management Report:**

**Carpentry/Gutters/Fencing-**

Rotten wood was replaced at L-4. The gutter was reattached to the patio at M-1. The fence gate for W-2 has been repaired.

**Driveway/Lighting-**

The potholes in front of Q-3 and at the Park entrance have been patched. The concrete was redone at parking spaces 95 and 96. Light bulbs throughout the property have been replaced, including on the light pole by the U building.

**Security/Signage-**

Verified Response has been extremely helpful over the summer, so the board has decided to keep the service at least through December. The Briarpark sign at Park Blvd is discolored and will be replaced with a new 24x24 inch sign.

**Doors/Locks/Graffiti-**

A new storage room door was installed and back charged to the owner. The graffiti on the post at the mail center has been painted over.

### **Plumbing/Retaining Walls/Sprinklers-**

H2O repaired the plumbing leak at the end of the V building. This repair removed part of the retaining wall, so the retaining wall also had to be repaired. Alex Espinoza will be repairing the sprinklers that are not working and replacing sprinkler heads with larger ones that cover more ground.

### **Landscaping-**

Spriggs Brothers sprayed for weeds around the air conditioning units and fertilized. The board has received three bids for a new landscaping company. They are from MJ Landscaping, Capital, and Richmond. The board reviewed the comparison chart made by Excel Management.

**Russell-** I make a motion to accept Richmond's bid as well as have them check the sprinklers quarterly.

**Shawna-** I second the motion.

**The motion passed.**

### **Budget-**

The board will have a 2014 budget meeting on December 7, 2013.

### **Violations-**

Courtesy notices/fines were sent out for broken light fixtures, barbeque grills on balconies, overgrowth on patios, non-compliant window coverings, open storage on balconies, clothes hanging from the balcony, rust stains in parking spaces, and leaving trash sitting at front doors.

### **New Business:**

A notice was put at the mail center regarding chimney cleaning at a discount if a large group requested cleaning. There have only been 5 responses so far. There are also 2 units that want the dryer vent cleaned.

Richmond Landscaping gave bids for replacing cut down trees. This is to be done in October. The bid was far less expensive than Moore Trees.

**Kathleen-** I make a motion that we go with Richmond Landscape and put a Live Oak behind the gazebo as well as an Oklahoma Redbud between J & Q. Maybe they can also grind out the stump behind the mail center.

**Russell-** I second the motion.

**The motion passed.**

Shrubs also need to be replaced in front of buildings P and U.

**Financials:**

**Linda Neel** reviewed the July financials. The assets are rising and the overdue accounts are slowly going down. As usual the highest bill was for water usage. Please keep this in mind and check for leaks as well as conserve water as much as possible.

**Russell-** I make a motion to adjourn.

**Shawna-** I second the motion.

**The motion passed and the meeting adjourned at 7:55 p.m.**