

**Briarpark Village HOA
Minutes for Board Meeting
10-27-08**

Attendees:

Jan Paul – President
Russell Vela – Treasurer
Sue Green
Linda Neel- Excel Management
Jerry Tomas- GAT Services

5:45 p.m. Meeting called to order. Quorum established.

Russell Vela- Motion to approve minutes from last meeting.
Sue Green – Second the motion.
Motion Approved

Financial Update and Aging Report:

Linda Neel gave reports on the financial standings of Briarpark and included a review of unpaid dues. Excel Management has received the last six months records from AMGI and is updating owners' accounts. There will be no late fees assessed for the month of October due to the transition from AMGI to Excel Management.

Linda- Do you want to use coupon books for the maintenance fees or do you prefer Excel to send out bills?

Jan- I prefer the statements to be sent each month. I never liked the coupon books. With a statement it is easier to stay up to date with the late payments.

Russell- Won't you also be sending a newsletter with the statement to keep the owners and renters informed?

Linda- Yes, the next one will concern the problems that are occurring with the dumpsters and with the dogs. Zack, from the Excel collection department, would like to know if you would approve of him starting over with demand letters for those delinquent on their dues. He says it would be faster than continuing from where AMGI left off.

Russell- I make a motion that the collection department of Excel start over with the process of collecting the delinquent fees, beginning with the demand letters.

Sue- I second that motion.

Motion Approved

Property Status:

Roof leaks have been repaired in G1, G2, E5.and P5. The damage to the sheetrock has been scheduled for repair. The back door to K1 will be repaired on October 28, 2008. The

faded stop sign by the pool has been replaced. The property has been put on a routine maintenance schedule for things such as trash pick up and lighting. Jerry Tomas has installed winter flowers by the Briar Park sign on Jupiter. He is also replacing or repairing fences as needed, including the dumpster fences. Several violation letters have been sent out.

Old Business:

Jerry- I would like to have my exact duties clarified. I have done the ones which I knew were mine, but others have been asked of me along the way. In the original contract I was to mow, edge, and clean up weekly; trim shrubs 3 times a year; fertilize 2 or 3 times a year; apply pre-emergent weed killer; treat for fire ants; and replace sprinkler heads if they were broken or missing. Is it part of my job to replace light bulbs, pick up the trash by the dumpsters, empty trash at the pool, and take care of the trees by the creek and between the fences?

Jan- The replacement of the light bulbs, picking up trash by the dumpsters and the trash at the pool are considered porter jobs We paid the previous help an extra \$250 to do those jobs. We can do the same for you.

Russell- I would be happy to help with the cutting down of the trees by the creek and between the fences.

Jan- Work with Russell on that project and we will figure a price.

Jerry- I will need a key for the pool padlocks

Russell- I have that and will get you a copy.

Jerry- What about the sprinkler system maintenance?

Russell- Who would you recommend?

Jerry- I can check with Ewing Irrigation and get a name.

New Business:

Linda- Do you want to send out fines for the political signs in the windows of some condos?

Jan- The election will be over in a few days, so let it go for now. We will bring it up at the annual meeting. I don't want it to happen again.

Linda- There is broken concrete in several places in the complex.

Jan- It will be fixed. We are talking to the people who are putting in the speed bumps about it.

Linda- We also need to decide what to do about the cars with oil leaking onto the concrete. Do we send out warnings or make them pay to clean up the stains? Next year we will also need to do something about the gnarly looking trees. Do we want to trim them or cut them down?

Jan- What season would be best to cut them?

Jerry- If you want them totally cut down it can be done in any season. But, if they were cut down now, they would need to be replaced in February 2009.

Linda- What kind of tree would you recommend they be replaced by? I was thinking of the smaller Live Oak.

Jerry- Even with the smaller Live Oak you have to be careful where you plant them because the falling acorns can damage cars. Stepping on them can make someone slip and fall. I would recommend Fatinias.

Linda- We could cut them down and wait until later to replace them. What would you charge per tree?

Jerry- They would have to be cut, loaded and taken to the dump. I would charge \$100-\$125 per tree. The grinder for the stumps costs about \$85 a day, so I would wait to rent it until all the trees were cut down. The sprinklers need to be replaced before spring.

Russell- The sprinklers are more important than the trees.

Jerry- We should focus on the fences and the sprinklers for now. The trees can wait another year.

Linda- Some of the lights are an accident waiting to happen. Who repairs them and when should they be repaired?

Jerry- That would need to be done by an electrician.

Jan- We can hold off on them for now. How many sprinkler control valves need fixing for now?

Jerry- There are six that can't be repaired. They need to be replaced. That would be approx. \$2000. You might be able to get a cheaper price in the off season.

Jan- It needs to be done before Feb. or March when they are turned on again.

Russell- Could you get an estimate from Ewing Irrigation for us?

Linda- I would like for Excel to get a second bid, in case we can find a cheaper price. Can you get us a schedule of when you mow, trim shrubs, fertilize, etc?

Jerry- I gave one to Jan.

Jan- It is on my computer. I will send it to you. I definitely want the sprinklers fixed before next summer.

Russell & Sue- Me too.

Russell- If we get them fixed, it would help with the water bill as well as keep the grass greener.

Jerry- Mulch under the shrubs and in the flower beds is needed, but not a priority. The fences need to be prioritized.

Linda- Since the Q building fences are all connected, they should be done first.

Russell- I make a motion that the next fences to be repaired are the Q buildings (in Nov.) and then the standalones in Dec.

Sue- I second the motion.

Motion Approved

Jan- I am ready to discuss the dog issues.

Jerry- I don't want to repair the fences on the U & V buildings until the mess from the dogs is cleaned up. I don't want to kneel down in all that mess. I have to hose down the lawn mower every time I mow back there.

Linda- The area can be sprinkled with red pepper until the dogs refuse to even go back there.

Jerry- I can try that. I'll pick up some cayenne and other red peppers to mix. The D, E, H, and I buildings are getting bad too. I also need to get dirt to fill in the retaining walls. There is quite a problem with erosion in the creek area. One of the new retaining walls is in danger of collapsing into the creek. There used to be enough space between it and the

creek for the width of two lawnmowers; now only enough space for one. This means it has lost 20 inches in one year.

Linda- The city needs to be notified of the problem. I believe that this is their responsibility.

Jerry- I can bring in the dirt for the other retaining walls and the low spots a little at a time. They never put in a new retaining wall for the R building. I can't put up new fences there until the wall is replaced.

Jan- Let's table that for now.

Russell- I haven't received any of the bills that I need to sign.

Linda- I brought those with me.

Russell- I also need a check to pay for the speed bumps.

Linda- Jan should have some blank checks.

Jan- I think we should pay for those kinds of repairs out of the Compass account.

Russell- I agree with that.

Jan- I need to be kept better informed by the Excel staff. I haven't been receiving any e-mails. You have my home phone, work phone and e-mails for both.

Russell- You also promised to get me a copy of the rules and regulations in book form.

Linda- That's right; I did. I will also remind Evelyn to copy all e-mails to Jan.

Russell- I make a motion to close the meeting.

Sue- I second the motion to end the meeting.

Meeting adjourned at 8:00 p.m.