

**Briarpark Village HOA  
Meeting Minutes  
December 10, 2018**

**Jan Paul- President**  
**Shawna Neill- Secretary**  
**Russell Vela-Treasurer**  
**Lynn Ryan- Member at Large**  
**Linda Neel- Excel Management**  
**Beverly Longino- Excel Management**

**The meeting was called to order at 6:28 p.m. A quorum was established.**

**The board allowed a few minutes for those present to read the previous meeting minutes.**

**Russell- I make a motion to approve the minutes.**

**Lynn-I second the motion.**

**The motion passed.**

**Management Report:**

**Dumpsters**

Martin removed a TV, sofa, file cabinet and desk shelf from the M dumpster. He removed sofas from the dumpsters at buildings B, O, and V. He also had to remove mattresses from the mail center dumpster, a fish tank from the B dumpster, and a TV from the O dumpster.

**Pool/Mail Center/Painting**

A new lock had to be bought for the pool. The old one wouldn't unlock.

Ant killer was used at the mail center.

Martin painted the front wall at building K.

**Plumbing**

The C building reported mud in a storage unit and water in the storage unit next door. The source of the leak has not been discovered. It appears to be

under the concrete patio. First, Excel Management will check the water bill to see if the usage for the unit is up or if the sprinkler bill has risen. If necessary, a leak detection company will seek out the issue. If the owner is found at fault or isn't there at scheduled time to allow in the company they will be back charged the price of the detection.

Excel Management will get bids on replacing tree root clogged pipes at unit Q-1.

### **Buildings/Graffiti/Electrical**

Martin removed a hornet nest at L-1.

Martin painted over the graffiti on the wall behind the T building.

Oncor replaced the large transformer at the L building due to oil leak.

### **Exterior Lighting/Gutters**

Dallas Electric replaced light bulbs with LED flood lights at the mail center.

Martin cleaned the gutters at M-4, S-3, and N-1.

Evans and Horton installed a new downspout by P-3.

### **Foundation/Landscaping/Signage**

Martin added soil to the foundation of L-4.

Low hanging limbs were trimmed at buildings M and O.

Richmond planted fall flowers at Park and Jupiter entrances.

Freeze Warning signs were erected.

### **Roofing**

Evans and Horton repaired leaks around the fireplaces at S-2 and D-9. They also repaired a bathroom vent leak under the stairs at H-2. The owner was back charged.

## **Violations/Courtesy Notices**

Courtesy notices were sent out for patio overgrowth. One unit was fined \$100 for leaving a couch at the dumpster. A realtor was asked to remove "For Sale" sign from the yard of another unit.

## **Financials:**

Total Assets: \$157,667.60

Delinquent Dues: \$3,155.51

Prepaid Dues: \$11,490.71

Total Liabilities & Capital: \$157,667.60

Jan will transfer money from the money market account to the operating account.

A budget meeting will be held in January. The date is yet to be determined.

**Shawna-** I make a motion to adjourn the meeting.

**Russell-**I second the motion.

**The motion passed and the meeting adjourned at 7:21 p.m.**





