

**Briarpark Village HOA  
Annual Homeowners Meeting  
April 18, 2011**

**Attendees:**

**Jan Paul-President**  
**Russell Vela- Treasurer**  
**Kathleen Savage- Vice President**  
**Lynn Ryan**  
**Shawna Neill**  
**Linda Neel- Excel Management**  
**Michelle Carlson-Excel Management**

**Sign in began at 6:00 p.m.**

**A quorum was established at 6:30 p.m. and the meeting was called to order.**

**Announcements:**

**Jan Paul-** I would like to welcome all of you that came tonight. We have a quorum and are ready to begin. As you know we have been unable to hold an official meeting for the last two years due to not having a quorum, so we truly appreciate the fact that you took the time out of your lives to come tonight.

We have managed to keep the dues from being raised for several years now and we do not plan a raise this year unless there is an emergency. We have been putting \$2500 a month into a money market account to use for future repairs and improvements. Tonight we will discuss past improvements, future improvements and have the board elections.

**2010 Meeting Minutes:**

**Linda Neel-** All of you have a copy of the 2010 annual meeting minutes in your packets. Hopefully you have had a chance to read them. Is there anyone who would like to make a motion to approve the 2010 minutes?

**U-1-** I make a motion to approve the 2010 minutes.

**S-2-** I second the motion to approve the 2010 minutes.

**The motion was approved by a show of hands.**

**Election of the Board of Directors:**

**Jan Paul-** No official meeting was held for 2009 or 2010 due to the lack of a quorum. Therefore, all five board seats are up for election. Seats 1 & 2, now held by **Jan Paul** and **Lynn Ryan**, are up for a 3-year term. Seats 3 & 4, now held by **Russell Vela & Shawna Neill**, are up for a 1-year term. Seat 5, now held by **Kathleen Savage**, is up for a 2-year

remaining term. The current board will be considered for re-election and the floor is open for those interested in serving on the board.

**V-6- Beth Medina-** I would like to run for election on this ballot.

**W-3-** I make a motion that nominations for the board be closed.

**P-12-** I second the motion to close nominations.

**The motion was approved by a show of hands.**

**Linda-** Beth Medina will be added to the voting for board seats. The ballots are being handed out. You can vote for five of the six candidates.

Each of the six candidates stood and introduced themselves to the homeowners. They each told how long they had been living at Briar Park and how long they have held office. They spoke about the changes that have been made to the property, the careful considerations they make to save money and the future plans for making the property a better place for all.

**P-8-** What kind of problems with the property is the board having? I would like to know before I vote how well the board is informed.

**Jan-** We have an on going problem of people not picking up after their dogs, sometimes to the point of the landscapers being unable to mow certain areas. We have people come from off property dumping large items into and around the dumpsters. There is currently a parking issue, with units either having too many vehicles, commercial vehicles or allowing guests to park in other units spaces.

**Kathleen-** Every year we have problems with the pool. We went through 3 pumps due to people wearing clothing instead of swimsuits into the pool. We have people that do not live here using the pool. There are people who put their trash around the dumpsters instead of in it.

**Jan-** Every time someone puts a large object beside the dumpster (couches, water heaters, etc.) that has to be hauled off it costs \$65 of your HOA dues.

**Russell-** There are also people, mostly children climbing over the fence at the pool although it is not yet open in order to swim. The water bill is sometimes excessively high; therefore I have a spreadsheet to keep up with water usage. It shows when there is a sudden rise in water usage at a building so that Excel can check the units for any leaks, drips or running toilets.

### **Vested Proxy Amendment:**

The vested proxy amendment passed by majority of ballots presented. This insures always having a quorum for the annual meetings.

### **Board Report:**

**Past Improvements-** A message center was put up at the Mail Area. The pool was upgraded to meet the Virginia Graham Baker requirements. A property sign was added at

the Park Blvd. entrance. Speed humps were put in the driveway to slow down traffic. The parking spaces and fire lanes have been re-stripped. The sprinkler lines have been repaired and new sprinkler valves added. Trees have been trimmed or removed if they were dead. Flood lights have been added to many areas. Some individual unit shut-off valves have been replaced. The patio fences have been finished.

**Future Plans-** The retaining wall at building E may have to be re-built or the pressure taken off with drainage pipes. The parking lot needs to be repaired as several holes have appeared. New unit numbers will be put up soon so that the police, ambulances and fire departments can find your unit if necessary.

### **Management Report:**

#### **Financials as of Dec.31, 2010:**

Total Assets: \$137,315.82  
Total Liabilities & Capital: \$137,315.82  
Total Revenues: \$336,497.79  
Total Administration Expenses: \$7,138.63  
Total Management Fee: \$21,120.00  
Total Maintenance Expenses: \$94,670.23  
Total Utilities Expenses: \$127,763.83 (including \$97,225.97 for water bills)  
Insurance Expenses: \$35,245.76  
Improvement Expenses: \$84,965.96

#### **2011 Preliminary Budget:**

Total Income: \$339,000  
Total Administrative Expense: \$9,600  
Property Management Fee (Excel): \$23,040  
Exterior Maintenance Expenses: \$102,900  
Utility Expenses: \$135,000  
Property Insurance: \$33,000  
Total Operating Expenses: \$304,740  
Net Operating Income: \$33,060

**Linda-** Would someone like to make a motion to accept the financials and the proposed budget?

**M-1-** I make a motion to accept the financials and the 2011 budget.

**K-2-** I second the motion.

**The motion passed with a show of hands.**

### **Open Discussion:**

**E-1-** How do we contact the board if there is a problem?

**Linda-** If there is a problem then you call or e-mail Excel Management, not the board. You can contact us through the HOA web-site as well. (briarpark.org) Your property manager is Michelle Carlson.

**S-2** – I have seen the police at the complex a lot lately. Do we have crime reports on the web-site?

**Jan-** We have not been given any crime reports. I check my e-mail 3 or 4 times a day, so if you see a problem let me know. Please help us keep a watch for problems and let Linda at Excel know also.

**I-3-** The HOA still owns the property by the creek. Can it be sectioned off for planting gardens?

**Jan-** When we got an estimate on clearing that parcel of land we were told that it would cost over \$200,000. This is not something that the property can afford without a large special assessment that no one wants.

**V-6-** Is there anything in the by-laws telling what size the condo numbers have to be?

**Jan-** I believe it says 4 inches.

**V-6-** When I was on the board we used smaller numbers because people didn't want their unit identified by everyone.

**Jan-** The police, ambulance and fire department have been having a difficult time finding the correct units. They need the larger numbers and their needs override the owners and HOA. We have a lot of elderly living here now that need to be found quickly. I know I would want them to be able to find me.

**M-4-** If our pipes freeze and flood our condo, would our regular homeowner's insurance policy cover it?

**Linda-** Yes, it would. However how much you would have to pay would depend on your deductible.

**M-4-** The trees from the adjoining neighborhood hang over the wall and drop leaves and branches onto our property. What can we do about it?

**H-4-** Call the city and ask if the trees can be trimmed from over your property.

**V-6-** You could send the neighbors a certified letter telling them the problem and ask them to trim the trees.

**Q-4-** When do we get the new condo numbers?

**Michelle-** They are supposed to be delivered next week. The maintenance crew will begin installing them as soon as possible.

**I-6-** Will the numbers be the same ones as we have now or will our address change?

**Linda-** The address will remain the same.

**Q-4-** Is there a way to explain to those that are not here how much the water bill actually is? I did not realize how high it was until you showed us tonight.

**Jan-** We could put it in the monthly newsletter along with the message that is usually there about conserving water.

**Russell-** I could have it put on the web-site also each month.

**I-6-** There are some dead hedges by our condo that need to be replaced. Is this an HOA issue?

**Jan-** Yes, it is an HOA expense.

**U-4-** There are some at our condo also.

**Jan-** Michelle, please write a work order for the hedges.

**H-4-** The cable box by our condo has been broken open and needs to be fixed.

**Linda-** You have to call the cable company for that.

**H-4-** Verizon Fios says they can put in one central hub location and run underground extensions to those who want it.

**Kathleen-** They wouldn't have to run it through the attics as they previously stated?

**H-4-** They said it would only take one hub and they would bury the lines. One box would serve two units. It wouldn't cost anything to bury the cable.

**V-6-** The board checked into Fios years ago and were told it would cost the company too much to bury that much cable.

**Kathleen-** What size is the hub?

**H-4-** 13" by 20"

**Jan-** We could think about it and have a special meeting to vote on it.

**W-2-** Maybe the board could appoint an ad hoc committee to get information and solve this in 60 days or so. It could include 2 or 3 non-board members to assist the board.

**M-1-** I second that.

**Kathleen-** I think it needs to be resolved.

(Committee will include H4, P8, Russell Vela, and Lynn Ryan)

**T-3-** What do we do about people parking in our assigned spaces?

**Jan-** If you know who they are you can knock on their door and ask them to move the car. If you don't know who it is you could put a note on it. If you know who it is and they continue to park there after you have asked them not to, then please report it to Excel so they can send a warning or a fine.

**O-11-** Is the fertilizer that the landscapers are using animal friendly?

**Jan-** It is organic.

**P-12-** I recently had a sewer problem and the plumber had a hard time telling which line was mine. The bushes cover the sewer entrances and we had to cut a hole in them to get to the cut-off. Is there a reason that the parking spaces aren't numbered the same as the condos?

**V-6-** They were changed for security purposes.

**P-12-** Can you give me the e-mail and web-site information? I bought a condo in November and I haven't seen a statement.

**Linda-** Here is a business card with the information to let Excel know that you aren't getting statements. The web-site is briarpark.org. There is an e-mail link on the site.

**B-1-** There are broken cable boxes throughout the complex. Can you get the cable company to fix them all at one time? There are dead bushes at A-10 also.

**Jan-** I will walk the property and find all the dead bushes that need to be replaced. There are some bordering Park Blvd. also.

**B-1-** Since the pool is always a problem, can't it be drained, cemented in and closed?

**Jan-** The pool is a necessary selling point.

**M-1-** I bought here because of the pool. I think the new numbers are ugly.

**Michelle-** The plaques were picked for their cost as much as looks.

**I-4-** The numbers are a common element so it is something the board controls.

**M-1-** The trash that blows from the dumpsters always seems to fly into my corner.

**Kathleen-** People need to be sure that all trash is in a plastic bag not left loose.

**Jan-** Some people are setting their trash by the dumpster instead of putting it inside. The trash trucks are also not very careful and what they drop blows away. We have a porter who cleans up after the trucks.

**I-4-** Why is the landscaping being done on Saturdays?

**Linda-** It is the landscaping company's only available time.

**M-4-** Is the complex still approved for FHA and VA loans?

**Linda-** It changes according to owner occupancy. When the condos are 51% owner occupied people have been able to get FHA and VA loans.

**H-4-** The Plano Housing Authority will tell you how many are section 8.

**G-8-** I just wanted to say "Keep up the good work".

**T-3-** Instead of each homeowner requesting that their water shut-off be fixed can't you do them all at once?

**Jan-** They are very expensive, but we are taking care of it as needed.

**I-6-** Who is the representative for the management company?

**Jan-** Michelle Carlson

**Q-4-** How many people have read the by-laws? They are on the web-site.

### **Voting Results:**

The present board was re-elected. It consists of Jan Paul, Kathleen Savage, Russell Vela, Lynn Ryan and Shawna Neill.

**I-4-** I make a motion to adjourn the meeting.

**V-6-** I second the motion.

**The motion passed. The meeting was adjourned at 8:30 p.m.**