



**Briar**

**Patch**

*Briar Patch Homeowners' Association, Inc. Website: [briarpatchnpr.com](http://briarpatchnpr.com)*

*6525 Thicket Trail, New Port Richey, FL 34653*

**Briar Patch HOA Board of Directors Meeting  
Aug. 14, 2023 6pm Minutes of the Meeting**

**Board Members Present:**

Jillian Lavelle, President, Fred Ausflug V/P Dir. of Grounds & Landscaping,  
Henry Perri/Treasurer, Marie Lawrence Secretary/Dir. of Administration,  
Greg Davis Dir. of Buildings & Architecture, Karen Ryan Dir. at Large

**Board Member Absent:**

Diolinda Gonzalez/Dir. of Clubhouse

Jillian Lavelle called meeting to order at 6:01 pm.

All stood for the Pledge of Allegiance

Jillian Lavelle took roll call.

**Officer Reports:**

**Marie Lawrence Secretary/Dir. of Administration report:**

Since our last Board of Directors meeting in May, Jillian and I have been working on our Accounts Receivable. When we started working on this, a few people were several months behind.

Out of 194 units, 154 are signed up for automatic withdrawal from their bank accounts. Forty units are either bill pay or coupon. Out of those 40 units, there are 8 members that are paid up for the whole year.

As I'm sure everyone knows, all HOA dues are payable on the first of every month and are considered late if the bank does not receive them by the 5<sup>th</sup> of each month. At which point the late payments are subject to a 10.00 late fee.

I monitor Truist bank collections every business day. Any member that has not sent in their payments to be received the 5<sup>th</sup>, get either a phone call or a letter from me.

**I only needed to send out one letter this month.** We definitely are doing much better collection wise, maybe the 10.00 late fee is a motivator.

I'm happy to report that, as of today, every member is up to date with their HOA fees.

On another note, Jill and I also worked on our website last week.

Under General Information tab, the Wind Mitigation information has been updated to show a couple of names of businesses that are licensed to do these type of inspections, or you can contact your insurance agent or real estate agent for a referral.

Also under the General Information tab, in the Roof section, where the Roof Certificate list of 2022 is, I attached the list of Roof Certificate Permit Numbers that Greg Davis gave me. Insurance companies have access to a website in order to look up roof permits and print them out. Having a permit number will help them to get the right permit for your unit. We get several calls for these permits, and having this on our website will hopefully eliminate all these calls. We are also getting calls about our Online Forms. If you get a pop up requesting you to type in a couple of letters, and it doesn't work, just go back to the Online Forms tab, where the drop-down arrow is, and select the form you need and it will pop up for you. We also changed the tab, previous to Online Forms to read **Printable** Forms in order to avoid confusion. We still have more updating to do, but this is a start.

Jillian asked for a motion to accept the Secretary's report. Motion made by Henry and seconded by Greg. All in favor – motion carried.

### **Henry Perri /Treasurer report:**

The most current bank statement we have is as of the end of July. We actually have three accounts. Two of these accounts are reserve checking accounts for special activities. One account is a general account that we pay all the bills out of. The balance in our checking account as of July was 4,934.03. Most of those transactions are budgeted receipts and budgeted income. We seem to be in line with what we have projected so far as our operating budget for the year. I transferred 25,000 from the general checking account into our Lincoln Financial account to supplement our special fund that we have there. I plan on making quarterly payments into that particular account. In our special needs account, we have approximately 900,000 in there which is specifically for roofs.

Jillian asked for a motion to accept the Treasurer's report. Marie motioned to accept and seconded by Karen. All in favor – motion carried.

### **Greg Davis Dir of Buildings and Architecture report:**

#### **MAINTENANCE & REPAIRS**

We have been attempting to determine a repair company or person. After review of repair and interactions with homeowners, we have chosen HandyMan Home Solutions. This company, owned by Matt Dillon, has been providing the last set of repairs. Matt, at this time, is a one-man operation, but he is looking for assistance. We have not caught up with the repairs and still have one left from 2022. With 15 jobs done and 6 new jobs on the list. Matt and I had a couple of setbacks that have delayed the process. I again ask for your patience as we try to catch up.

#### **RE-ROOFING PROJECT**

The re-roofing project is slated to begin on or around September 25<sup>th</sup>. We have chosen ARRY'S Roofing Company, based in Tarpon Springs. They have done many repairs in our community; are licensed and bonded and GAF Master Elite Certified. We plan to start with 6 buildings with the oldest roofs and those which require the most repairs. **Buildings 1-6 as noted on the paint schedule(Cabbage, Slippery Rock & Thicket)**

Since the initial process of finding a qualified roofer, the cost has **increased by 8.8 percent**. **This means that the cost has increased by approximately #36,000.00**. We initially had quotes averaging 50K per building and now the average cost is 56K. Inflation has reared its ugly head. That inflation is also reflected in what we pay for supplies, trash removal, landscaping and repair work etc.....

**If you have a tree that needs branches removed, please do so now!**

**We cannot start a building re-roof if there are branches impeding that process or that will cause damage to the new roof.**

**(G.#2 All branches of trees and shrubs over 10 feet tall must be kept clear of roofs and buildings – BP HOA BYLAWS)**

If you have a **Skylight** please plan to **replace** it during the re-roof. The roofing company will provide one at cost and installation comes with the new roof. The cost may be \$800 approximately, for a Velux impact rated glass skylight.

This process will require homeowners to move their vehicles away from their driveway and garage during work hours. We will make determinations for alternate parking based on the needs of the roofers to place trucks and trailers to deliver material and remove the tear off materials. I will send a letter to whomever needs to have one for insurance as to start date of re-roof. We will notify homeowners in a timely manner so they can accommodate the process. **Please accept this as your first notice**. The roofers will ensure that the work areas are magnetically swept and cleaned daily.

#### **PAINTING:**

Duna Painting will resume painting after the rainy season. They will complete the last 2 of 6 buildings painted this year. The painting schedule is posted outside of the clubhouse. They will also paint the repair work that has been completed and also any New garage doors. If you have a new garage door that needs painting, please put a work request in.

Greg introduced Arry's Roofing representative.

Jesse Falcone, Project Manager from Arry's Roofing. Stated that Arry's Roofing was family owned and has been in business for over 33 years now. Our goal is to protect your property at all costs. Making sure all the nails are picked up on a daily basis. Putting tarps around bushes to protect your plants and AC units to prevent debris from falling on them. If your skylights are over twenty years old, they should be replaced before they get rusted and corroded. The old plastic style are no long approved now. These new skylights are all UV protected, two panes and hurricane proof. Once we order the skylights, it takes about 3 to 5 days for delivery. Tomorrow Greg and I will be going up on roofs to see which skylights need to be replaced. It's a pretty straight forward process. We should be on each building for about a week. All total, it's about a six week process. All the material will be stored on the roofs of each building. There will not be any material on the ground. Project to be started around September 25<sup>th</sup>. Jesse said once they have a signed contract, the prices are locked for the six buildings.

Jill asked for a motion to hiring. Greg make a motion to hire Arry's Roofing.

Fred said we have to approve the extra amount of money needed before we hire them.

Fred made a motion to approve 375,000 for the first phase of the project. Henry seconded the motion.

All approved – motion carried.

Fred motioned to approve Arry's Roofing and Marie seconded the motion.  
All approved – motion carried.

**Diolinda Gonzalez Dir. of Clubhouse report:** Given by Marie Lawrence in Linda's absence.

Please be advised that possibly next year the clubhouse air conditioner may need to be replaced.

We continue to have a great time together sharing the different activities. Game night has been a great success on Tuesday nights at 6:30 pm in the Clubhouse. We have Wine tasting, Trivia, Mah Jongg, Cards Dominoes, etc. which have been a hit.

We will have a Farewell Summer Pool Party – On Sunday, September 3rd, 2023, at 11 am in the pool and patio area. We will have a pot luck. Please bring something to share. This is different from the hello summer pool party.

**A great gig THANK YOU to everyone who helps, contributes, organizes and makes game night and the other events possible and fun..**

**Thank you to everyone for your continued support.**

**Fred Ausflug V/P Dir. of Grounds and Landscaping report:**

Sprinklers are really good. The place is green. A couple of places were rewired. There are some issues of timing right now because of the rewiring. I turn the irrigation off when we have a lot of rain. Please do not water your own lawn. It causes fungus. We've already got about a dozen people that want their lawn replaced. Replacement of those lawns probably won't be until late fall because they will need lots of water every day. Big round brown patches is fungus. Fungus is a product of too much water and too much heat.

**Karen Ryan Dir. at Large report:**

As far as I know I haven't received any issued in the last six weeks or so for the pool. We are going to schedule a second yearly pool cleaning project for the first Sunday in October. Last time we had it a little bit later in the morning and we all got really too hot, so I'm hoping to schedule around 7 am. Hopefully Jillian will lend us her power cleaner. So we will be needing volunteers for that. If anybody would like to help with pool tasks that take about ten minutes once or twice a week. Just let me know.

**Jillian Lavelle/President report:**

As far as Old Business, we had that special meeting with the revitalization committee. The revitalization Committee has finished the work. We had a really good experience because we had the right attorney and we had research being done between both the attorney and Fred. Because of that, I'm disbanding that committee. Our work is complete. Our association is good for 25 years. Fred said it saved us about 6,000 by getting this done.

Comment time:

Kathleen Bauer wanted to know when we would be increasing our dues.

Henry commented that at this time we had to go through the steps legally so that we could make sure we were complying with all the laws and that our HOA agreement was in compliance with what the State of Florida requires. The next step is going to involve the Finance committee performing a study on the funds that are needed for the roofing project for however long it takes to complete those roofs, whether its 2 or 3 years or whatever it is. We have to put together some plans that are going to allow us to be able to that. Anything that I would say now would be misleading and cause confusion.

Gwen Malloy wanted to know if we changed any of the bylaws when we were doing the revitalization. Jill assured her that nothing was changed. We only made sure we were in compliance the State of Florida.

Don Smith is concerned about 6433 Cabbage Lane has been empty for 15 years. Fred says as long as the pay their HOA fees, we can't do anything about it.

Another member asked about owners that have two cars and have a full garage and still park in the street. Fred said even when the police are asked, nothing can be done about it because the street is public. Marie said our By Laws say that if an owner has two cars one is to be in the garage and one is to be in the driveway.

Jill mentioned a letter she received from a member for parking in the pool parking lot. She doesn't feel we should try to change our By Laws in order to do this.

Jillian Lavalley adjourned the meeting.

Meeting adjourned 7:14pm

Marie Lawrence

Secretary/Dir. of Administration

