

Briar Bay Master Homeowners Association

Board of Director's Meeting

For May 8, 2007

Present at the meeting were Brian Dowling, Ed Zakarian, Jurate Meister, Shari Levy. Dan Bigtree arrived at 6:50 PM. Absent from the meeting were James Maher and Amy Schwartz. Also attending the meeting was Dyan Boothe, representing J&L Property Management, Inc.

Meeting was called to order at 6:38 P.M. by Brian Dowling.

Ed Zakarian motioned to accept the April Meeting minutes with changes to the first item of New Business. Shari Levy seconded the motion. Motion passed with all in favor.

Brian Dowling gave financial update for period ending April 30, 2007:

Total Assets-\$397,101.68

Total liabilities-\$23,136.06

Total Delinquencies-\$122,096.51. Brian Dowling explained this is drastically up from last month delinquencies. Brian Dowling responded to homeowner concern of when delinquencies are sent to the attorney and if there was a specific amount: Delinquencies that are at the 60 day mark and in priority order are the ones sent to the attorney. There is not a specific dollar amount.

Dyan Boothe Gave Manager Report:

1. Updates on FPL. Technician was sent back out to Briar Bay to install a reader on the transformer for electric coming into the clubhouse to help determine the electrical current or voltage problems that are causing equipment damage. I contacted FPL for an update on this (work order #2671749), spoke with Max Zamora, no update yet. Device not installed. I will check back with Max later in the week.
2. John of Sunshine services had contacted me last Wednesday for HOA info so that he could submit for the Permit. He requested Owner name, Legal description & PCN#. All of which I submitted to him same day, May 2nd. Now waiting for permit approval for traffic signal asphalt/pavers job.
3. At the direction of the Bid committee I have requested proposals based on the Bid Committee's Scope of Work for the sidewalk extension at the exit gate from: **Solid Rock Paving, BMH Concrete, Sunshine Services & All Out Concrete**, each were sent a copy of the SOW. John of Sunshine Services would like to meet at location to go over details of SOW.
4. United K-9 to send over Deggy reports via fax until computer is hooked up in office.
5. We are advised to install surge protection devices for clubhouse. Is this an item the Board would like to pursue quotes on?
6. Is the striping bid approved from BEST STRIPING? Sign off on?

Unfinished Business:

Review of unfinished/pending Projects & Bids:

a) Pool Filtration System Pumps. Board discussed the need to install the correct gauge of wire to keep them from overheating and burning. Bids from Pronto Electric and Perfectly Pure Pools were received.

Dan Bigtree motions to accept Pronto Electric bid for \$450.00 to replace swimming pool pump starter controller and rewire all burnt wires. Jurate Meister seconded the motion. Ed Zakarian has abstained from voting due to family relationship. Motion has passed with remaining Directors voting in favor.

b) Sidewalk Extension. Jurate Meister has followed up with the City of West Palm Beach. City explains that in order to pull the permit a survey must be submitted. Board discussed to let the contractor pull whatever is required to obtain the permit.

c) Pool Resurfacing. Ron Gilinsky was in attendance representing Pool Tek. Brian explained that the Board was interested in having the pool acid washed and the gutter tile re-grout and repaired. Ron explained to the Board and homeowners that the pool is delaminating. Ron explained that in the process of building the pool the diamond brite was not bonded correctly to the gunite.

The pool needs to be drained and properly bond coated. Bond Kote is a double bonding agent with a two part mix and is 98% water proof. Dan Bigtree asked about concrete integrity where there is too much sand in the mix, which the Board was told by another contractor is the problem with this pool. Dan wanted Ron of Pool TEk to explain how this would be handled if this was found prior to bond coating. Ron of Pool Tek explained that when they go down to concrete if they find these problems they repair them at no additional cost.

Ed Zakarian asked Ron Gilinsky of Pool why their resurface proposal notes that **Please be advised that Pool Tek is not responsible for any pre-existing leaks. If pool is found to be leaking after above work, leak detection can be performed at the expense of the homeowner. Unless leak is found to be a result of Pool Tek's work, homeowner will pay for leak detection. Ron Gilinsky responded that if the job does not include going down to the concrete, but this bid does. Ed Zakarian explained that that portion should then be removed. Ron Gilinsky agreed.

Homeowner asked about going after the builder. Brian Dowling explained that the attorney had advised on expense of going after the builder could exceed any return as the life span of the diamond brite is 5 years, which has or will be expiring. Builder has lived up to pool building contract and it would be difficult to prove otherwise.

Brian Dowling explained that the Board will not yet be voting to resurface the pool until the end of the year and that other bids will be obtained. Ron Gilinsky suggested that when obtaining the competitive bids do not except bids for diamond brite as it is only a one part mixture.

Board asked how long Pool Tek would need to complete the job. Ron Gilinsky explained about two weeks, worst case three weeks.

Ron of Pool Tek also advised that the pool background for a commercial pool is required by health Department to be a white background.

Homeowner questioned whether builder was at fault for not using a bonding agent in the construction of the pool. Ron Gilinsky explained it is not a required step, it is a suggested step.

Ed Zakarian suggested sending the pool issue to the Bid Committee to investigate. Jurate Meister suggests exploring the legal aspect of the pool construction and obtaining the specs on the pool.

d) Pool Perimeter Fence. Jurate Meister has solution to repair the aluminum pool fence. Take 4X5 damaged section and replace with new. Take pickets that are in good condition from removed section and replace damaged pickets around perimeter with those. Material is estimated at about \$100.00. Jurate's husband can do the work but unsure of the cost of labor.

Ed Zakarian motions to have Mr. Meister do the repairs but they are not to exceed \$500.00. Dan Bigtree seconds the motion. Jurate Meister abstains from voting due to family relationship. Motion has passed with remaining directors voting in favor.

e) Clubhouse Door/Automatic locks. Brian Dowling motions to table issue and obtain more bids. Shari Levy seconds the motion. Motion passes with all in favor.

f) Clubhouse Door Glass. Obtain bids and add to next month new business. Board requests to ask about bullet proof glass and if the glass integrit is compromised by injecting fill to repair holes in impact resistant glass.

g) Liberty Bay Perimeter Fence. Briar Bay Board advises Liberty Bay Board to close the issue with Palm Beach Fence Factory before Briar Bay gets involved.

h) Jog Road Median Maintenance. D.R. Horton was the designated responsible receiver for this maintenance. Board would like proof of agreement between City and Briar Bay Master was to assume responsibility at turn over. Brian Dowling has agreed to contact Hamal Cdd to see where they stand. Briar Bay has never received original turn over documents from D.R. Horton.

Shane Humble of Clintar is requested to attend next Board meeting to discuss Jog Road Median Island maintenance.

New Business:

a) Creation of Newsletter Committee. Board would like a chair from each sub-division to serve on Newsletter committee. A request will be made to all sub communities by Brian Dowling.

b) Swim Instructor / Pool Area Security. Board discusses options of swim instructor. Brian Dowling explained that after discussion with attorney person hired cannot be given additional jobs that will divert attention from instruction or life guard duties. Board agrees to obtain security bid from K-9 Security Services for an officer to be stationed at the clubhouse with similar hours as last summer clubhouse security officer. August 22 is the date that school ends this year.

c) Security Company Review.

- Brian Dowling requests the Board and homeowners give their input on how United K-9 Security has been doing.
- Shari Levy feels an improvement.
- Dan Bigtree has not had any problems, all of his guests are called in and he has also seen the rover around a lot and feels he is doing a good job. Dan also noted the the Waters Edge incident put the rover over & above his call of duty.
- Jurate Meister told the members that she had a party and each one of her guests were announced. Jurate also included that when she approached the guardhouse, even though they knew who she was, they still requested to see her ID. Jurate says we have good people on the job.
- Brian Dowling explained that he finds the company to be very responsive, the owner, Iva, calls Brian frequently and finds her company very adaptable & responsive to new requests.
- Ed Zakarian has spent a lot of time in the guardhouse with on-site supervisor, GiGi of Security & Ed noted she is by far the best employee. Ed explained a common problem is when the officers get familiar with people security tends to let them in. Strong orientation and and regular enforcement and annoying residents at the visitor lane will keep them using the resident lane instead. Ed explained the gate access software will have a new release on Wednesday May 9th and all Pin #'s will be in use and all homeowners will be required to use pin #'s. Security will start scanning all licenses of all visitors also. Security is oval all doing a good job.

Homeowner asked what will happen if a visitor approaches and forgets to bring their drivers license? Brian Dowling responded explaining that: It is required by law to carry a driver's license while driving a motor vehicle. If anyone tries to enter the community without one they should not be permitted on property.

Homeowner Dwayne Brown expressed that he felt Security is doing a good job. He saw the rover towing kids with Golf cart while on bicycles and this could be a liability issue.

d) Set date for Sub-Division Boards / Master Board Meeting. Brian Dowling proposed quarterly meetings with the Briar Bay Board of directors to meet with each sub-community Board of Directors. The meetings would remain open to all community members. There will not be business conducted where spending would be done, decisions made or motions made. The meeting would be a way to unite the community and events can be coordinated to help bring the community together such as sports like Basket Ball, Tennis

and Golf Tournaments between communities. The Board would like to set a date for this meeting. Brian agreed to send email to all Boards.

Some of the Liberty Bay Board of Directors were in attendance and introduced themselves to the Briar Bay Board: Derek Aaron, Bobby Tamburello, John Snyder and Dwayne Brown. The Directors of Liberty Bay would like to request one of the tennis courts be considered for conversion to a Basketball court. Briar Bay Board discussed briefly and Brian Dowling explained that the quarterly meeting between Boards could be used for discussions such as this.

Other New Business/Open Forum:

Homeowner asked if the traffic light was still in the works. Board explained current traffic signal status.

Ed Zakarian explained he is corresponding with the City to help assist with morning traffic issue and the City will put NO PARKING & NO STANDING signs to help eliminate vehicles parking along the roadway in the mornings.

A homeowner asked the Board if the door lock system on the clubhouse can be locked down. Brian Dowling explained it could.

Board discussed relocating bus stop before next school season to a better designated location and keep the stop clear of the Briar Bay intersection. Brian Dowling mentioned that the traffic signal may solve most of the bus stop and traffic issues. Shari Levy advised to contact bus district before next season begins.

Board discussed relocation some DVR cameras for better security coverage of premises.

Brian Dowling motioned to adjourn the meeting. Motion was seconded by Shari Levy.

Meeting adjourned at 8:37 PM