



Briar

Patch

Briar Patch Homeowners' Association, Inc. Website: briarpatchnpr.com

6525 Thicket Trail, New Port Richey, FL 34653

Briar Patch BOD Special Meeting 06-07-25 Meeting Minutes

Board Members Present:

Greg Davis, President/ Building & Architecture Director; Marie Lawrence, VP/Secretary
Henry Perri, Treasurer, Diolinda Gonzalez, Clubhouse Director, David Vangsness,
Roads & Grounds Director

Greg Davis called meeting to order at 1:00pm

Agenda: Mailbox Proposal

David Vangsness Report:

These companies that do this type of work do everything for you. They co-ordinate with the Post Office about the changes and they will have to stop mail delivery for a few days until we actually make the change.

I received two quotes: one from Creative Mailbox Designs from Tampa and the other from Mailbox & Sign Solutions from the Orlando area. Creative Mailbox Designs were a couple thousand dollars higher than Mailbox & Sign Solutions. I am much more in favor of the company in Orlando. I've been working with the owner, and he is very responsive. We need to discuss which company we are going to use and to discuss the payment of doing phase one this year and doing phase two next year. Phase one quote is approximately \$ 23,390.00 and 50% is due up front. We also have to have concrete pads laid down once we decide where we are going to locate the mailboxes. Dave Swingle is going to dig the holes and charge us \$ 125.00 per location; that is \$ 500.00. It is going to be \$ 2,000.00 for the forms At that point, the mailbox company comes in and mounts the mailboxes.

Henry Perri Report:

I put some information together with the help of my daughter. She is an architect. She sent me some information that is worth reviewing.

1. We need a design proposal from the vendor.
2. We need a site map.
3. We need documentation that shows they are USPS Compliant and recommended.
4. We need to know who would be the responsible individuals for the planning and discussions with the postal service, and the timetable that would be involved in that whole process.

Here are 5 vendors certified in Florida:

Salsbury Industries
Budget Mailboxes
Florence Mailboxes
US Mail Supply
Forsite Mailboxes

We need not only Florida specific US Postal Service vendors but also HOA specific vendors.

They need to have planning standards that are compliant with the US Postal Service.

They also need to be ADA compliant with the US Postal Service specifications.

We need to know what materials they are constructing the mailboxes of, and do they do custom designing. In case we have to have more boxes than the design offers and still be cost effective.

We need them to come out and give us a location map that complies with the Postal Service.

They would need to have a dialogue with the Postal Service.

Do they give us design assistance or installation support?

Can they give detailed specifications on their product?

Are there technical drawings available?

Are Auto Cads available? Is there free Shipping?

Are there discounts involved by having it all done in one shot?

We need to know how many door units that are available and do they have mail receptacles and most importantly do they have a warranty? What is their delivery time?

Some of these companies have a website where you can go and pull up 3D images.

These five companies have been around for a long time. Forsite has been around for a very long time. They started in Chicago.

Henry reiterated that he was not comfortable with just the two quotes that David brought to the table.

Greg mentioned that an 18-door unit will cover 3 buildings on Thicket. Greg reiterated that we absolutely need a site map before we go further with this project.

David Vangsness mentioned that we are going from 19 locations to 8 and we will need to establish where they will need to go.

Greg mentioned that we are going to look at where the boxes are on common ground and put them where there is already a pad, bust it up or put a new one in.

Henry's plan of action:

1. Prepare a desired site map with alternatives. (final decision is ours, the homeowners come first)
2. Decide on a vendor & get USPS approval (David says the vendor would take care of this part)
3. Use the vendor services design and site map
4. Prepare budgetary information from the quotes
5. Finalize our decision at our next scheduled meeting in August.

Greg Davis mentioned that at the meeting we will vote on a line item for our budget.

Greg Davis Adjourned meeting 1:55pm

Marie Lawrence
VP/Secretary