



Briar

Patch

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

6525 Thicket Trail, New Port Richey, FL 34653

Briar Patch BOD Special Meeting 07-12-25 Meeting Minutes

Board Members Present:

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

Henry Perri, Treasurer on face time with HOA Board

Greg Davis called meeting to order at 1:00pm

Agenda: Revised Budget/Mailbox Locations

Greg Davis, President:

We have revised the budget and moved money around so we could start working on the mailboxes, otherwise it will cost us much, much more if we wait to complete it next year. We moved money out of different accounts. We will just have to cut back on some expenses.

I would like to make a motion that the revised budget for 2025 be accepted. Marie 2nd the motion. All in favor. Motion carried.

At the last meeting we had, we discussed the whole situation about the mailboxes. We are doing this because we have to do this. People are getting wet mail, some boxes are broken and ready to fall. One box was hit by a truck. Some are rusted and falling apart.

We have done the research and looked at all the cost factors that it would cost us to replace the boxes. We have been looking at locations. And our business today was to come back and agree on these locations.

We have had utilities come out and take a look at all the spaces we proposed to place the boxes at. There has been no real issue with the areas that we marked out for them. We don't have to go down 10 feet, just 6 inches to put a concrete pad in for the pedestals to sit on.

Please pass the map around to look at. Marie will put the map and the Budget on our website. We have cut it down to 8 boxes from 19 boxes that are there now. The Post Office wanted to originally put all of them near the clubhouse. Instead, there will be about two boxes at each location. Remus and Thicket Trail will have three boxes. The rationale for that is, the Post Office says you have to have so many parcel boxes per each letter box unit and that forces us to put more than one cluster box in.

Davis Vangsness said we are very tightly constrained as to where we can place these boxes. The Post Office not only wants us to reduce the stops a truck has to make, but they want them all on the same side of the road, so the truck doesn't have to make a u turn and turn around. There has been a couple of accidents already in them doing that. These have to be placed on easements, so they don't encroach on anyone's property. So, we are staying with the placements that are already there. Each mailbox will have a box for parcels. The postal carrier will put a key in your slot when you have a parcel.

Greg reiterated that he spoke to the designers as well. They went back and looked at all of these. According to Greg, we are NOT going to meet their goal of having all the boxes on one side of the street. There is a constraint in the streets. What is on this map is what is going to be submitted.

Greg made a motion that we put forth to the Post Office the layout that we have in terms of where the mailbox cluster box units will go. Marie 2nd it. All in favor. Motion carried.

Greg mentioned that we all agreed to go with Antique Bronze for the mailboxes. Out of the three quotes, we decided to go with Creative Design.

Henry mentioned that Creative Design had the most comprehensive quote in terms of the warranty, material content and so on. It was the most complete quote.

David mentioned that the Post office agreed for us to only have a 9 to 1 ratio for the parcel boxes instead of the 5 to 1 ratio. That is going to save us at least 8 grand or maybe more. Creative Designs quote was the lowest. They came in at \$ 44,133.70. In addition to that, it includes the installation of the boxes and the taking away of the old boxes.

What we are going to have to do separately is have the pads installed that the boxes will be mounted on. That is a two-step process. The top of the pad has to be level to the ground. We have to dig down about 4 inches and a big enough area for the guys to come in and pour the concrete. I have a quote from Dave Swingle to do that for \$ 125.00 per location. That is \$ 1,000.00. Pouring of the concrete is going to be about \$ 4,000.00.

There is going to be some additional work that I haven't gotten a quote on yet. The extra room around the pads will have to be filled in and the damage repaired. Also, where the old mailboxes will be pulled out, must be repaired. We have \$ 53,000.00 in the budget for this job. I think that will be ample.

Marie asked how long we would be without mail. David said 3 to 5 days. If there is some mail that you need to pick up, you would need to go to the post office on Main Street.

David mentioned that once Creative Design gets the deposit, it is about 4 to 5 weeks' wait time to get the boxes. That gives us time to have the pads prepared. Creative Design will contact the Post Office to empty all the mailboxes. Then the boxes will be installed. Somebody from the Post Office has to come out and put all the locks on all the boxes. Once that is done, then mail will resume. They will make sure all the owners get their respective keys.

Henry made a suggestion for the board to consider. After the project is installed, that we would possibly have a in-service meeting and have a representative from the Post Office there to explain procedure concerning the keys and each owner's responsibility concerning the keys and to explain to them how the parcel aspect of their mail service is going to be affected by this so that there is a clear understanding rather than putting it in an email. We need to have someone there to answer questions. This will be a big change for a lot of people.

David mentioned that we could have someone come to our next BOA meeting in August.

According to David, these boxes are all ADA approved and have to be installed by the ADA rules as to where you can install them. There has to be 6 ft of open space in front of the mail boxes for someone with a wheelchair to roll in front of them.

Greg mentioned that we have to think about NO Parking signs near the mailboxes. It's an issue that needs to be addressed.

Marie made a motion to adjourn. Greg 2nd it.

Greg Davis Adjourned meeting 1:31 pm

Marie Lawrence
VP/Secretary