

Minutes

Briar Hill Board of Directors Quarterly Meeting

Sept 8, 2025 | Eagan Community Center | 5:30pm

PRESENT: Heather H, Heather J, Mindy, Cathy, Tamara, 2 homeowners

1. Call to Order - 5:36pm

a. Attendance/Determination of Board Quorum

- All Board members present

b. Approve previous meeting minutes (July 14, 2025)

- Cathy made a motion to approve, Mindy seconded; all voted in favor

2. Management Report - Tamara

a. Financial review

- Operating fund: \$73,192
- Reserve fund: \$282,755 (due to amount: \$164,557)

b. Budget timeline for 2026

- Driveway quotes
- We've received quotes from TruSeal America, TAG Asphalt & Concrete,
- Trash quotes - we want to try to renegotiate our contract with Waste Management; if they aren't willing to negotiate, we can look at other services.
- Once we have September numbers and approve the Reserve Fund, Tamara can pull together a draft budget for 2026. Expected date - mid-Sept.

c. Portal - new portal: FrontSteps - similar functions to Caliber, different appearance. There will be an app available in addition to the website interface. It will give the Board more ability to act within the portal (surveys, communication, etc.). It went live September 2. There is a Directory feature that homeowners can opt into.

d. Other community updates - only two minor complaints about trimming. Question about painting shutters that have faded. Shutters are not due for replacement until 2035 per Reserve Study, but Tamara will track any shutter

painting/replacement requests to determine if we need to address these sooner than that.

3. President's Report

a. Tree trimming project

- Quote of \$8,174.25 from Grizzly for recommended annual tree trimming, dead tree/shrub removal, and stump grinding.
- Heather J made a motion to approve the Grizzly quote, Cathy seconded, all voted in favor. Work will likely take place in October/November.

b. Driveway replacement for Dolomite/Gold

- Minnesota Roadways Co, TruSeal America, and TAG Asphalt & Concrete (new company) all submitted quotes. We are asking them to include the walking path, even though that is not slated for replacement until 2033. It might make sense to have the path done now, since the equipment would be on site. Tamara attests that TAG has done good quality work for other properties managed by Multiventure this year; she has worked with the other two companies as well, and all are reliable.
- Board will review the quotes and assess 2026 budget, but will likely approve this to be first in line for service next year.

c. Gas line

- Upon request from a homeowner who lives along the gas line, we have reached out to our legal counsel in hopes of contacting the gas company to see if they plan to return to do further cleanup. We've also asked legal counsel what our next steps should be if the gas company refuses to address the site further. Homeowner might wish to put up a fence, and then we would have to determine where the property line falls, who would be responsible for the fence and payment, etc.

d. Reserve Study Approval

- Heather H
 - Page 1.1 - the amount listed in our Reserve Fund is not accurate. Tamara will bring that to their attention, but we don't know that it is critical to the rest of the figures in the Study.
 - Section 2, page 1 of 2
 - balconies are listed and should be removed
 - "Site furniture" (benches on walking path) should be removed, as we have removed them.

- Page 4.10 - driveways for Heather & Willow were done in 2023, not 2022.
 - Mindy moved that we accept the Reserve Study after the above changes are made, Heather J seconded, all voted in favor. The final Reserve Study will be posted in the portal.
- e. Schedule remaining meetings for 2026

4. Old Business

- a. Driveway sealing: completed for Willow, Heather, Laurel

Board agreed to take questions from the homeowners in attendance:

- Question: Is it correct that homeowners, not the HOA, are responsible for decks? Yes. Homeowner then asked whether decks may be redesigned? That would be subject to an open forum discussion and Board approval.

Upcoming meetings:

Quarterly meeting: Mon. Jan. 12, 2026 at 5:30pm, location TBD

Annual meeting: Thu. Apr. 16, 2026 at 6:00pm, location TBD

Adjourned: 6:21pm