

Burland Homeowners' Association, Inc.

Board of Directors Meeting Tuesday, September 16, 2025, 7:00pm

Meeting Minutes

Attendees:

Board:

Jeff Baker, President

Keith Doubleday, Secretary

Bill Beggs, Director

Debra Stephen, Director

Members:

Angie Baker, Paul Puseman, Dave Kott, Jack Roberts, Shawn Wilkins, Mike Fisher, Tiffany Stanescu.

Non-Member Residents:

None

Call to Order: 7:02 PM. Quorum of the Board was declared.

Review & Approval of Prior Minutes:

July Minutes approved.

General Items

Jeff shared that Bill Bruner has resigned from the HOA board effective July 16, 2025.

Jeff motioned to have Keith Doubleday assume the role of Treasurer in addition to his duties as Secretary for the remainder of the current term. The motion passed unanimously.

Open Session:

Question about the number of homes in Burland. Jeff shared there were about 1,200 properties and that currently we have 109 members of the HOA.

Officer Reports:

Jeff Baker, President:

We will moving the regular HOA Board meetings to quarterly for the remainder of the current term. We will work out the schedule and post that to the website.

For the tower, the sale of the tower and related support buildings to Pacific Coast Towers (PCT) has been completed. The HOA will receive rents at 70% of the current rent amounts going forward. 30% will be retained by PCT. As tenant rents increase – due to price increases and/or expansion or additional tenants, the HOA will receive 70% of all that rent as well. This provides potential upside for the HOA in future years. All current contracts also have price increases built in based on renewal terms. PCT has responsibility for managing the current tenants, expansion and tower maintenance.

There is likely to be some helicopter activity to support the carriers as they make changes to the tower. PCT is managing this and we have requested notice on any events so we can close the park and provide support.

Bill Bruner, Treasurer: Resigned

Keith Doubleday provided the financial reports for June, July and August.

For the month of June:

Income was \$5,433

Expense was \$2,236

Net **Income/(loss)** for October was **\$3,196**

For the month of July:

Income was \$6,117

Expense was \$2,144

Net **Income/(loss)** for October was **\$3,973**

Largest expense was costs related to the annual picnic.

For the month of August:

Income was \$6,225

Expense was \$2,139

Net **Income/(loss)** for October was **\$4,086**

Largest expense was related to park maintenance of removing grills and mowing, followed by Legal Expense.

Keith Doubleday, Secretary/Acting Treasurer:

We are seeing activity for expansion of the tower to support generators and additional tenants. T-Mobile has shown interest in adding a generator to the site. T-Mobile actually had a generator

on site but had abandoned the site. Now they are considering adding a generator. The fire department is considering leasing the existing former T-Mobile generator and are in contract negotiations.

As part of the due diligence with PCT, they determined that the tower was not overloaded, based on engineering studies from 2 or 3 engineering studies. AT&T, which started the overloaded scenario performed a recent structural analysis of the tower which showed the tower under capacity. It is unfortunate as this whole process cost the HOA a considerable amount of time and money to complete engineering and permit processes that turned out to not really be required.

One of my first priorities will be to establish our current budget and that will drive all decisions for what the HOA can support regarding maintenance, events, insurance and other items.

Access to the cameras is limited to only a couple of board members and only used to capture vandalism events.

As mentioned earlier this year, we are required to complete an assessment of the neighborhood for our Firewise application. We need help to get this done in order to support this status. If you are interested in volunteering to help with this, please contact Keith or Bill.

Please send in your hours for Firewise mitigation efforts you have or plan to do this year. We will need this for the annual reporting for Firewise Status.

Bill Beggs, Director:

Remember, as an HOA member, you are entitled to up to \$75 in reimbursement for Firewise activities and equipment for your \$25 membership dues.

We will be working to complete the installation of the camera pole at the parking lot to help with visibility of vandalism events at the park.

Debra Stephen, Director:

Denise has been cleaning the park and taking care of the pet stations throughout the summer. She typically ends this process after the Trunk or Treat event in late October.

We will be asking her to continue the pet station maintenance throughout the off season. Will get a quote from her for that effort.

Committee Reports:

We will be having the Trunk or Treat event on October 26 at the park from 3:00PM – 6:00PM. We are looking for folks to participate and help with the event. Contact Tiffany or Linda to participate – numbers are listed on the Burland HOA website and Facebook.

The events committee reported that the events this year have been a great success – the Easter Egg Hunt event and the annual picnic. Great turn-out and fun.

For the remainder of this year and into next year, we will be establishing a budget for events, based on the financials, that can be used by the events committee for events.

Participation from the community is crucial for these events to be successful. Please volunteer to make these events great.

Old Business:

Closing Open Session:

There is at least one tree at the park that is dead from beetle kill. Will need to evaluate this and see about removing the tree(s).

Action Items:

Adjournment: 8:08 PM