

**Briar Park Village Owners Assn.  
Board Meeting Minutes  
01.13.25**

Present	Jan Paul	President
	Murf Savage	Secretary
	Jared Smith	Member at Large
	Linda Neel	Management
	Saleha	Management

Absent–  
Russ Vela      Treasurer

Guests –  
None

The meeting was called to order at 6:06 pm at Country Burger on 14<sup>th</sup> Street in Plano, by Board President Jan Paul.

The Minutes of the December Board meeting were individually read and approved with the change in Guest- Only S4 showed up. Saleha Noted to make this change.

**1. BOARD DISCUSSION**

**a. Vacant Board Seat Position:**

Murf made a motion to elect Kevin Killingsworth, a resident of S2, to fill Lynn Jacqueline Ryan’s position. The motion was approved by Jan and by Russ approved it via proxy.

**b. Short Term Rentals:**

The Board has decided to take the following actions:

**1. Violation Letter to V2:**

A violation letter will be sent to V2. The letter should clearly state that the violation is subject to a fine. It will serve as a warning, and if the violation continues, a fine will be applied.

**2. Short-Term Rentals at A1:**

Confirm whether A1 is still engaging in short-term rentals.

3. **Important Note:** Before imposing any fines, we must file the schedule of fines with the County as required.

**c. Standardize Violation Fee Rates:**

Murf will forward the finalized fines to Saleha, who will format them and send them to the Board for approval. Once approved by the Board, Management will file the schedule of fines with the County.

**d. Insurance Renewal Update:**

Saleha provided the Board with an update, including the quotes received from TGI. She also notified the Board that we are still waiting on additional quotes from other agencies.

**e. Water Billing Svc Company update:**

Management informed the Board that a one-time fee of \$150 has been approved for Houcutt to handle programming for the upstairs and downstairs units. Additionally, we are expecting the prebill report to be ready by tomorrow.

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- he Board requested owner information sheets for the following units: J1, W5, and C4.
- Jan reported that the light at the H building, near the creek side, is not working.
- Linda provided the Board with budget scenarios for the upcoming budget meeting to help them prepare in advance.
- Kevin decided to research neighboring communities' monthly HOA dues for comparison purposes.
- Jared inquired about Ruben's replacement. Management informed him that Martin and his team are handling his responsibilities.
- Linda informed the Board that she had reached out to the city engineer to arrange a meeting regarding the creek. However, as they were on holiday, she will follow up to reschedule the appointment.

**Management Report:**

The Board reviewed the **Management** report.

**FINANCIALS:**

Linda provided the December financial reports and explained the details.

The meeting was adjourned at 07:17 pm.