

Briar Park Village Owners Assn.
Board Meeting Minutes
12.04.23

Present: Jan Paul - President
Lynn Ryan - Vice President
Murf – Secretary
Russ Vela - Treasurer
Jared Smith - Member at Large
Linda Neel – Management
Saleha- Management

Absent: none

Guests: none

The meeting was called to order at 6:05 pm at Country Burger on 14th Street in Plano, by Board President Jan Paul.

The Minutes of the October Board meeting were individually read and approved.

The Board discussed the following topics in general:

Sprinklers - Russ made a motion, Jared seconded and everyone agreed to turn the sprinkler clocks off instead of disconnecting service - Alex can do it.

Sprinkler Lines - Alex can drain the sprinkler lines for the winter.

Water Submeters - The Board talked about billing, and all the efforts made by Linda to communicate with the City of Plano, Think Utility, and homeowners. The City doesn't care how it is billed, but it should be consistent and accurate.

Dues decrease - Jan suggested holding off on the Dues decrease and having the Association continue to pay the water bills until issues with the submetering company can be resolved.

Unallocated water billing - The Board discussed unallocated water billings and decided to wait for Think Utility to send the next prebilling report. Think Utility is asking about final payment for installing the water sub-meters.

High water usage notices - Saleha sent notices to 22 units. Some of them have found and repaired leaks, in order to reduce water waste and costly billing.

Water Cut-off - If an owner/renter does not pay their water bill, maintenance will cut off the water by putting a lock on the cut-off valve. Once they have paid, he'll go back and unlock the valve.

Billing - Jared suggested using Think Utility for sending water bills directly to owners. The Board discussed it and agreed that they do not want any money to go to Florida and then come back to the Association's Texas account. Also, it would be an added burden on management to continually be sending owner changes, plus Think Utility charges fees for each change. That's why a separate bank account was opened and Zelle payment method offered.

Late fee, reconnect fee - Jared motioned, Russ: 2nd and everyone agreed on Late fee: \$25, We can give 45 days shut off notice, and reconnect fee: \$50. This information can be put in the Newsletter or a separate letter.
Faucet Locks: Management purchased a few faucet locks to lock outside faucets. Need to buy more to lock all the outside faucets.

Landscaping - The Board decided to terminate Richmond Landscaping and to not have any landscape service until February or March. Management will solicit new bids to be reviewed by the Board in January.

Potholes - Management will get bids to repair driveways.

Chimney Repairs - Chimney repairs have been completed at A-9 and O-10. The cost was \$2900.

Animals in the Walls - Three solution options were offered to the affected homeowner. The Board is waiting for a response.

Legal - Foreclosure procedure payment to the Association's Attorney is being held in the amount of \$7483.96 because of some research work. This cost will be charged to the delinquent homeowner's Dues account.

Foreclosure - The Board discussed the history of the delinquent unit and all agreed that no further extension should be made, and approved for the Attorney to proceed with the sale.
Murf made the motion, Lynn seconded and the motion carried.

H1 windows - The homeowner of unit H1 is getting energy efficient windows and is asking for the windows without grids. The Board will consider and respond via email.

With no further business, the meeting was adjourned at 7:52 pm.