

**Briar Park Village Owners Assn.
Board Meeting Minutes
08.19.24**

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

Absent– Lynn Ryan Vice President

Guests – None

The meeting was called to order at 6:01 pm at Country Burger on 14th Street in Plano, by Board President Jan Paul.

The Minutes of the June Board meeting were individually read and approved. Russ made a motion and Murf seconded.

The Board discussed the following topics in general:

Maintenance Report:

The Board reviewed the maintenance report and inquired about Ruben's schedule. Saleha confirmed that he works two days a week (Monday and Tuesday). The Board also reviewed his work order list.

Bids - Fire Lanes

MGMT informed that re-stripping Fire Lane has been completed

Bids - white line striping

Jared made a motion and Murf Seconded and the Board approved CI Pavement's bid of \$3,296.02 for restriping the white parking lanes.

Bids - reserved spaces painting

MGMT informed that re-stenciling parking numbers has been completed

Bids - driveway concrete repairs

MGMT informed that CI Pavements came today to complete driveway concrete repairs.

C1 / C2 rotted wood replacement

Linda informed that J-National has sealed the patio now we need to do dry wall repairs at C1- the board approved to ask Pablo to complete drywall repairs.

Chimney Caps

J-National is scheduled to visit M1 and N1 to provide bid.

Creek clean up

Board asked to hold on this project.

L-4 / M-1 / T-2 patio structures

Linda informed that she has sent the notice to T2 and She'll work on L4 and M1

patio overgrowth

Linda informed that Saleha is working on it.

Tree trimming:

Jared made a motion and Russ seconded to approve Collazo's bid for \$3,000.00 for tree trimming.

Linda informed the Board that we cannot continue tree trimming without planting new trees.

Satellite dishes

MGMT informed that it is WIP Project. The board requested to start from Bldg K and schedule W5 and W6 next.

Soil Erosion at Bldgs N & H

Jared made a motion, seconded by Murf, to obtain bids from vendors for the berm and retaining wall. Jared also suggested consulting with a city architect or civil engineer for their opinions, and the board agreed.

Newsletter items for August

Jared suggested getting a 16-yard roll-off container and scheduling a consistent monthly date for residents to dispose of unwanted furniture and mattresses. The Board agreed to obtain bids for this service.

We can add this to monthly newsletter.

Email Addresses for BoardMembers@BriarParkVillage.com

Linda informed that email issue has been resolved.

Jan inquired if MGMT is sending the meeting minutes to Christie for website updates. Saleha responded that once the minutes are approved, they will be sent to her.

Schedule of Fines —

Maintenance Responsibility Matrix

Linda informed the Board that Schedule of Fines is required by the State of Texas. The Board requested Linda to email them a copy of the Schedule of Fines. Jared suggested sharing the file via a Google Drive or Dropbox link.

Linda told once Schedule of Fines is set we can work on Maintenance Responsibility Matrix.

Parking - Bldgs A B D E -- hanging mirror tags

Property Projects - future plans

Chimney Caps Replacement - costs are about \$700+ each **Hold by Board**

Sidewalk grinding - crack repairs - costs are about \$350 each **Hold by Board**

Berm at Bldgs H & N costs are about \$1500 each **(Bids needed)**

Reseal mail center flooring- **(Bids needed)**

Replace mail boxes **-Hold by Board**

EXECUTIVE SESSION

Collections - Dues

Water collection

Board Reported / Inquired:

Jared asked if MGMT reviews the budget before providing bids to ensure Board approval. He wanted to verify if we are exceeding the budget and, if so, how we will cover the additional costs. Linda suggested borrowing funds from the reserve account to the operating account and returning them later. She also noted that some items are over budget while others are under budget, and this helps balance the overall budget.

Linda stated that she will create a sheet detailing the under-budget and over-budget items and email it to the Board.

Linda explained the issue of buildings falling into the creek. Jared suggested setting up an appointment with a City inspector to get their expert opinion. Linda also mentioned she will check the current status of our City bond program.

The meeting was adjourned at 07:37PM