

No. 2025-9694

**Official Order
of the
Texas Commissioner of Insurance**

Date: 12/18/2025

Subject Considered:

Cedar Springs Title Company
705 W. Chestnut St.
Denison, Texas 75020

Consent Order
TDI Enforcement File No. 37612

General remarks and official action taken:

This is a consent order with Cedar Springs Title Company (Cedar Springs) for failing to timely submit: its annual trust fund account audit report for fiscal year ending March 31, 2025; three Title Agent Certifications of Agent's Quarterly Tax Report; and, written notice to TDI of a change in operations. Cedar Springs has agreed to pay an administrative penalty of \$7,000.

Waiver

Cedar Springs acknowledges that the Texas Insurance Code and other applicable law provide certain rights. Cedar Springs waives all of these rights, and any other applicable procedural rights, in consideration of the entry of this consent order.

Findings of Fact

1. Cedar Springs, firm identification number 199171, holds a title agency license issued by the Texas Department of Insurance (TDI) on March 8, 2023.

Failure to Timely File Annual Trust Fund Account Audit Report

2. The Texas Insurance Code requires title agencies to file with TDI an annual trust fund account audit report prepared by a certified public accountant ("the report").
3. The report is due before the 91st day after the end of the title agency's fiscal year.
4. Cedar Springs's fiscal year ended on March 31, 2025.
5. Cedar Springs failed to timely file the report by June 30, 2025.
6. TDI received Cedar Springs's report on September 24, 2025, 86 days late.

Failure to Timely File Quarterly Tax Reports

7. The Texas Insurance Code requires title agencies to file with TDI a Certification of Agent's Quarterly Tax Report (Form T-S5). Each Form T-S5 is due no later than 45 days from the end of each quarter.
8. Cedar Springs failed to timely submit its Form T-S5 for the:
 - a. fourth quarter of 2024, due on or before February 15, 2025;
 - b. first quarter of 2025, due on or before May 15, 2025; and
 - c. second quarter of 2025, due on or before August 15, 2025.
9. After TDI contacted Cedar Springs about the overdue certifications, Cedar Springs submitted all three forms by email on September 5, 2025.
10. The T-S5 certifications were filed 202, 113, and 21 days late, respectively.

Failure to Timely Report Change in Operations

11. By rule, title agents are required to give TDI written notice of a change in operations, unless the title insurance agent is required to apply for a new license. A change in operations includes submitting biographical information for each new officer, director, limited liability company manager, designated on-site manager, and person who is in control of the title insurance agent.

12. Cedar Spring's late-filed T-S5 forms were signed and emailed to TDI by Michelle Keefer, who identified herself as Cedar Springs' Chief Operating Officer (COO). Another email also identified Yahaira Quinones as Cedar Springs' Closing Director.
13. TDI's records did not show that either Michelle Keefer or Yahaira Quinones was an officer, director, or other person in control of Cedar Springs at that time.
14. On September 9, 2025, TDI notified Cedar Springs that it failed to notify TDI of these changes to its operations and requested submission of a Title Insurance Agent or Direct Operation Change Request Form (FINT129) and a Title Insurance Licensing Biographical Form (FINT08) for each new officer, director, and manager.
15. On September 24, 2025, Cedar Springs represented that Yahaira Quinones was no longer employed at Cedar Springs.
16. On October 28, 2025, Cedar Springs submitted a FINT129 and a FINT08 to TDI to associate Kristin Michelle Keefer as the agency's COO.
17. TDI corresponded with Cedar Springs about a deficiency in that submission. After that was corrected, TDI processed the submission on November 7, 2025.
18. Cedar Springs failed to timely give TDI written notice of a change in its operations, specifically failing to submit biographical information for an officer and director.

Conclusions of Law

1. The commissioner has jurisdiction over this matter under TEX. INS. CODE §§ 82.051–82.055, 84.021–84.044, 2551.001, 2551.003, 2651.151-2651.157, and 2651.301; and 28 TEX. ADMIN. CODE § 9.1, which adopts the Texas Title Insurance Basic Manual ("Basic Manual").
2. The commissioner has the authority to informally dispose of this matter as set forth in TEX. GOV'T CODE § 2001.056, and TEX. INS. CODE §§ 36.104 and 82.055.
3. Cedar Springs has knowingly and voluntarily waived all procedural rights to which it may have been entitled regarding the entry of this order, including, but not limited to, issuance and service of notice of intention to institute disciplinary action, notice of hearing, a public hearing, a proposal for decision, rehearing by the commissioner, and judicial review.

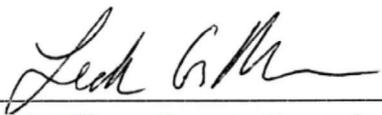
4. Cedar Springs violated TEX. INS. CODE § 2651.151 by failing to timely submit an annual trust fund account audit report.
5. Cedar Springs violated Rule S.5 of the Basic Manual, Section VI, by failing to timely file with TDI three Certifications of Agent's Quarterly Tax Report (Form T-S5).
6. Cedar Springs violated Administrative Rule L-1(V)(B)(2)(a) of the Basic Manual, Section VI, by failing to notify TDI of a change to its operations, specifically each new officer, director, designated on-site manager, or person in control of the title insurance agent.

Order

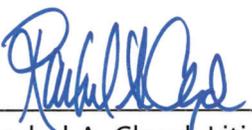
It is ordered that Cedar Springs Title Company pay an administrative penalty of \$7,000 within 30 days from the date of this order. The administrative penalty must be paid as instructed in the invoice, which the department will send after entry of this order.

Signed by: 
FC5D7EDDFFB4F8... _____
Cassie Brown
Commissioner of Insurance

Recommended and reviewed by:



Leah Gillum, Deputy Commissioner
Fraud and Enforcement Division



Rachel A. Cloyd, Litigation Director
Enforcement

Affidavit

STATE OF TEXAS §

COUNTY OF Grayson §

Before me, the undersigned authority, personally appeared K. Michelle Keefor who being by me duly sworn, deposed as follows:

"My name is K. Michelle Keefor. I am of sound mind, capable of making this statement, and have personal knowledge of these facts which are true and correct.

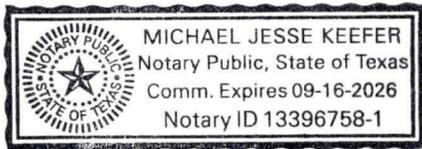
I hold the office of COO and am the authorized representative of Cedar Springs Title Company. I am duly authorized by said organization to execute this statement.

Cedar Springs Title Company has knowingly and voluntarily entered into the foregoing consent order and agrees with and consents to the issuance and service of the same by the commissioner of insurance of the state of Texas."

[Signature]
Affiant

SWORN TO AND SUBSCRIBED before me on NOVEMBER 20, 2025.

(NOTARY SEAL)



[Signature]
Signature of Notary Public

M. JESSE KEEFOR
Printed Name of Notary Public