

**BIRCH CREEK FOREST PROPERTIES, INC.
MINUTES OF REGULAR MEETING OF BOARD OF DIRECTORS
DECEMBER 7, 2024**

THE BOARD OF DIRECTORS OF BIRCH CREEK FOREST PROPERTIES, INC. MET AT THE COMMUNITY BUILDING IN BIRCH CREEK FOREST SUBDIVISION ON SATURDAY, DECEMBER 7 AT 9:02 AM.

AFTER A SHORT PRAYER AND MOMENT OF SILENCE COMMEMORATING DECEMBER 7TH, PRESIDENT RENITA ODSTRCIL CALLED THE MEETING TO ORDER, THERE BEING A QUORUM PRESENT.

MINUTES OF THE REGULAR BOARD MEETING HELD NOVEMBER 2, 2024, WHICH WERE POSTED AND CIRCULATED, WERE APPROVED UNANIMOUSLY WITH TWO SMALL CORRECTIONS ON A MOTION BY DENNIS SHOOK AND SECONDED BY SCOTT HOWARD. THESE MINUTES WILL BECOME PART OF OUR RECORDS.

THE TREASURER'S REPORT AS OF NOVEMBER 30, 2024 WAS GIVEN BY ANN MARIE GALLAGHER. ANN MARIE THANKED EVERYONE WHO WORKED ON PREPARATION AND MAILING OF THIS YEAR'S MAINTENANCE FEE INVOICES; ESPECIALLY OUR BOOKKEEPER, CHRISTY MAHNKE, FOR HER EFFORTS TO UPDATE THE QUICKBOOKS PROGRAM. THIS WILL MAKE BOOK KEEPING MORE EFFICIENT FOR THE FUTURE. ANN MARIE NOTED THAT IF ANYONE HAS TROUBLE INTERPRETING THEIR STATEMENT FOR THIS YEAR, THEY SHOULD CONTACT THE OFFICE (979-535-8978) AND WE WOULD BE GLAD TO HELP.

A PROPERTY OWNER ASKED THE AMOUNT OF ALL FEES PAID AND WAS TOLD THERE ARE 1,076 PROPERTIES THAT ARE ASSESSED THE ANNUAL FEE. ANN MARIE ADDED THAT SHE IS UPDATING THE TREASURER'S REPORT TO INCLUDE ALL OUR FIXED ASSETS IN LAND, BUILDINGS, AND DEPRECIATION INFORMATION. A MOTION BY DENNIS SHOOK, SECONDED BY SCOTT HOWARD, UNANIMOUSLY APPROVED THE TREASURER'S REPORT AS PAID. THIS REPORT IS TO BECOME PART OF THIS MEETING'S RECORDS.

COMMITTEE REPORTS:

SWIMMING POOL: PRESIDENT ODSTRCIL ASKED DENNIS SHOOK TO REPORT ON THE POOL. HE SAID THE POOL MAINTENANCE CONTRACTOR IS CHECKING THE POOL ONCE A WEEK AND THAT THERE ARE NO OUTSTANDING ISSUES. LATER IN THE WINTER THIS CAN BE REDUCED FOR MORE SAVINGS. DENNIS ADDED THAT A PLUG WAS PLACED IN THE INACTIVE 3RD STRAINER LINE TO MINIMIZE LEAKAGE.

DENNIS STATED THAT HE AND SCOTT HOWARD ARE PREPARING AN RFQ FOR POOL REPAIRS INCLUDING: REPLASTERING, REACTIVATING 3RD SKIMMER, TILE REPLACEMENT, AUTO-FILL VALVE, POOL DECK CONSTRUCTION, AND MAIN DRAIN REPLACEMENT. WE WILL CONSIDER WHAT WE CAN AFFORD. RENITA NOTED, THE POOL IS CLOSED FOR THE SEASON AND IT WILL OPEN NEXT YEAR ON MARCH 1, 2025.

ARCHITECTURAL: A BOARD MEMBER ASKED THE ACC COMMITTEE WHAT IS REQUIRED OF AN OWNER REGARDING A SEPTIC FOR A NEW HOME. THE COMMITTEE SAID IT HAS NO DIRECT AUTHORITY. THE ACC FORM ADVISES THE OWNER THAT BURLESON COUNTY REQUIRES A SEPTIC AND THAT IT BE INSPECTED. THE ACC COMMITTEE INFORMED THE BOARD THAT IT COULD REQUIRE A NEW HOME OWNER SUBMIT A COPY OF THE SEPTIC PERMIT BEFORE GRANTING APPROVAL. DENNIS SHOOK MADE A MOTION, TO HAVE PROPERTY OWNERS MAKE SUCH A MOTION, SECONDED BY SCOTT HOWARD, WHICH WAS UNANIMOUSLY APPROVED.

THERE ARE FIVE ARCHITECTURAL FORMS FOR APPROVAL THIS MONTH.

SHAY MORROW HAS APPLIED TO BUILD A FENCE, DECK, AND A PARTIAL IN-GROUND POOL ON HER PROPERTY AT 212 SHADOW OAK LANE. UPON MOTION BY DENNIS SHOOK, SECONDED BY SCOTT HOWARD, THE BOARD APPROVED UNANIMOUSLY.

PETER CUPIAL HAS APPLIED TO BUILD TWO HOUSES, ONE ON EACH OF HIS ADJOINING PROPERTIES ON 308 AND 310 SWEET GUM LANE. A BOARD MEMBER NOTED THAT THE ACC COMMITTEE REPORTED THAT NO INFORMATION HAS BEEN PROVIDED BY THE OWNER FOR THE SEPTICS FOR THESE HOUSES. THE BOARD THEREFORE PROPOSES THAT APPROVAL BE WITHHELD UNTIL THIS INFORMATION IS PROVIDED.

JAMES MILLER HAS APPLIED TO BUILD A HOUSE ON A CONCRETE SLAB WITH WOOD AND HARDIE SIDING ON HIS PROPERTY AT 109 BRIARCREST DRIVE. UPON MOTION BY DENNIS SHOOK, SECONDED BY SCOTT HOWARD, THE BOARD APPROVED UNANIMOUSLY.

MANUEL/TANYA NORIEGA HAVE APPLIED TO BUILD AN EXTENSION TO AN EXISTING BUILDING ON THEIR PROPERTY AT 500 SHADOW ARBOR. THIS IS A LATE SUBMISSION AND WILL BE CONSIDERED NEXT MONTH.

OTHER COMMITTEES:

ENHANCEMENT/SOCIAL COMMITTEE: WORK HAS STARTED ON BASKETBALL/PICKLEBALL COURT. THREE CONTRACTORS ARE BEING CONSIDERED. THE ORGANIZERS HAVE THE MATERIALS AND SOMEONE TO WORK THE CONCRETE. NECESSARY FUNDS (\$7,000) ARE ALREADY IN HAND.

HOLIDAY ACTIVITIES: PICTURES WITH SANTA AT THE FIRE STATION ON SATURDAY DECEMBER 7TH FROM 1:00-3:00 PM (B.Y.O. CAMERA). SANTA'S ANNUAL FIRE TRUCK PARADE WILL BE ON SATURDAY, DECEMBER 14 STARTING AT 1:00 PM. THE FIRE TRUCK SIREN WILL ANNOUNCE THEIR PRESENCE AS THEY GET TO EACH NEIGHBORHOOD ALONG PARK ROAD 57. THEY WILL PARADE ON ALL PRINCIPLE STREETS.

THERE WILL BE A **COMMUNITY CHRISTMAS PARTY** ON SUNDAY, DECEMBER 15 AT 2:00 PM AT THE COMMUNITY BUILDING. SEVERAL ACTIVITIES ARE PLANNED INCLUDING: YOUTH CONTESTS, WHITE ELEPHANT GIFT EXCHANGE, POT LUCK FOOD, FUN, AND FELLOWSHIP.

DEED RESTRICTION REVISION COMMITTEE: THEY WOULD LIKE AT LEAST TWO MORE INTERESTED PROPERTY OWNERS TO VOLUNTEER TO BE MEMBERS OF THE COMMITTEE.

MAINTENANCE: PLEASE REMEMBER THAT THE COUNTY WIDE **BURN BAN IS IN EFFECT** UNTIL COUNTY COMMISSIONERS DECIDE TO LIFT IT. MAINTENANCE WORK ON THE DUMP GATE WAS REQUIRED TO KEEP IT OPERATING SMOOTHLY. PLEASE REMEMBER TO COLLAPSE ALL CARDBOARD BOXES PLACED IN THE DUMPSTERS AND ONLY PLACE APPROPRIATE REGULAR HOSEHOLD WASTE IN THE DUMPSTERS.

GRIEVANCE: NO NEW GRIEVANCES. WE HAVE CREATED A NEW SYSTEM & PROCEDURES FOR TRACKING GRIEVANCES AND ARE MOVING FORWARD WITH ENFORCEMENT OF DEED RESTRICTIONS. A PROPERTY OWNER ASK'ED IF ACTION HAD BEEN TAKEN AND THE BOARD MEMBERS REPLIED THAT LETTERS HAVE BEEN SENT AND THE PROCESS IS PROCEEDING AS FAST AS IT CAN.

BUILDING RENTAL: SUNDAY, DECEMBER 29. ANYONE WISHING TO RENT THE COMMUNITY BUILDING PLEASE CONTACT KATHY HOWARD (713.828.7844) OR TINA BOLTEN (832.773.4100).

OLD BUSINESS: KEY CARDS FOR ACCESS TO THE DUMP/POOL ARE NEEDED. UPON MOTION BY DENNIS SHOOK, SECONDED BY SCOTT HOWARD, THE BOARD APPROVED UNANIMOUSLY TO BUY A BOX OF 100 CARDS.

A SURVEY WAS DONE TO CHECK THE BOUNDARY BETWEEN THE DUMP AND ADJACENT PROPERTY.

MAINTENANCE FEE STATEMENTS FOR 2025 WERE MAILED OUT DURING NOVEMBER. IF ANY PROPERTY OWNER DOES NOT RECEIVED THEIR STATEMENT PLEASE CALL THE HOA OFFICE (979-535-8978). THE FEES ARE DUE ON JANUARY 31, 2025. A LATE CHARGE OF \$10 PER LOT WILL BE ASSESSED AFTER THAT DATE. A PAYMENT PLAN CAN BE ARRANGED BY CALLING THE HOA OFFICE.

A PROPERTY OWNER ASKED ABOUT THE RESOLUTION OF THE ISSUES REGARDING SECTIONS 5 AND 6. PRESIDENT ODSTRCIL EXPLAINED THAT THE BOARD IS IN THE PROCESS OF GETTING EXPERT LEGAL OPINION. UNTIL THEN THESE ISSUES ARE OFICIALLY UNDER REVIEW. IN THE INTERUM, THE BOARD'S POLICY IS COMMITTED TO TREATING ALL PROPERTY OWNERS FAIRLY AND EQUALLY. THE BOARD PLANS TO INTERVIEW FOR A NEW HOA ATTORNEY SOON.

NEW BUSINESS: BCFPI'S D&O (LIABILITY) INSURANCE IS DUE TO BE RENEWED FOR THE COMING YEAR. THE CURRENT CARRIER IS STATE FARM. THIS YEAR'S PREMIUM IS \$2,817. WE ARE GETTING ADDITIONAL QUOTES AND WILL SWITCH TO A NEW INSURER IF THERE IS A SIGNIFICANT ADVANTAGE.

COMMENTS FROM THE BOARD: THE BOARD THANKED THE COUNTY FOR FILLING POTHoles IN THE SUBDIVISION. SEVERAL PROPERTY OWNERS EXPRESSED DISSATISFACTION WITH THE COUNTY'S EFFORTS. A SUGGESTION WAS MADE TO COMPLAIN TO PCT. NO. 4 COMMISSIONER BOBBY URBANOSKY (979-596-1022).

COMMENTS FROM THE FLOOR: SEVERAL PROPERTY OWNERS EXPRESSED THE DESIRE TO KEEP THE POOL RESTROOMS OPEN DURING THE WINTER SO THAT THEY WOULD BE AVAILABLE FOR THOSE USING THE PARK FACILITIES. THE BOARD PROMISED TO CONSIDER THIS. THERE FOLLOWED A GENERAL DISCUSSION ON THE ANNUAL POOL FEE AND ON HOW POOL COSTS AND MAINTENANCE SHOULD BE PAID.

A PROPERTY OWNER DONATED AN ALUMINIUM SWING SET TO THE HOA FOR USE IN THE PARK THAT HAD BEEN IN HER FAMILY FOR A NUMBER OF YEARS. THE COMMUNITY THANKS HER AND THE BOARD WILL LET HER KNOW WHEN ARRANGEMENTS HAVE BEEN MADE.

CHANGE IN OWNERSHIP:	ONE				PREVIOUS OWNER
NEW OWNER	SEC	BLK	LOT		
BRANDON NOAK	3	8	38.39		STEVEN AND VICKY LEE

ADJOURNMENT: THE BOARD MET IN EXECUTIVE SESSION TO EVALUATE CONTRACTORS BIDS FOR MOWING AND DUMP MAINTENANCE NEXT YEAR AND OTHER ISSUES.

MOTION TO ADJOURNE BY DENNIS SHOOK, SECONDED BY SCOTT, WAS UNANIMOUSLY APPROVED AT 12:11 PM.

THE NEXT MONTHLY MEETING IS **SATURDAY, JANUARY 4, 2025 AT 9:00 AM** AT THE COMMUNITY BUILDING. THESE MINUTES WERE APPROVED AT REGULAR MONTHLY MEETING:

OF THE _____ DAY _____, 2024 _____ SECRETARY _____ PRESIDENT