

BIRCH CREEK FOREST PROPERTIES, INC.
MINUTES OF REGULAR MEETING OF BOARD OF DIRECTORS
JANUARY 4, 2025

THE BOARD OF DIRECTORS OF BIRCH CREEK FOREST PROPERTIES, INC. MET AT THE COMMUNITY BUILDING IN BIRCH CREEK FOREST SUBDIVISION ON SATURDAY, JANUARY 4 AT 9:05 AM.

AFTER A SHORT PRAYER PRESIDENT RENITA ODSTRCIL CALLED THE MEETING TO ORDER, THERE BEING A QUORUM PRESENT. ASSISTANT TREASURER/SECRETARY DENNIS SHOOK WAS ABSENT.

MINUTES OF THE REGULAR BOARD MEETING HELD DECEMBER 7, 2024, WHICH WERE POSTED AND CIRCULATED. WERE APPROVED UNANIMOUSLY ON A MOTION BY RENITA ODSTRCIL AND SECONDED BY ANN MARIE GALLAGHER. THESE MINUTES WILL BECOME PART OF OUR RECORDS.

THE TREASURER'S REPORT AS OF DECEMBER 31, 2024 WAS GIVEN BY TREASURER ANN MARIE. SHE NOTED THE GREATEST EXPENSES THIS MONTH WERE FOR THE INSURANCE PREMIUM, ELECTRIC POWER, AND WASTE DISPOSAL. AS THERE WERE NO QUESTIONS, A MOTION BY RENITA, 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 JOHN DUNKLEMAN 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. HE ALSO SAID THAT MAINTENANCE COSTS ARE AT MINIMUM NOW, DURING THE WINTER. HE ADDED THAT IT IS STILL NECESSARY TO EMPTY LEAVES FROM THE STRAINER BASKETS EVERY DAY TO PREVENT BLOCKAGE IN THE POOL WATER CIRCULATION.

ARCHITECTURAL: THERE ARE FIVE ARCHITECTURAL FORMS FOR APPROVAL THIS MONTH:

PETER CUPIAL HAS APPLIED TO BUILD TWO HOUSES, ONE ON EACH OF HIS ADJOINING PROPERTIES ON 308 AND 310 SWEET GUM LANE. LAST MONTH THE ARCHITECTURAL COMMITTEE REPORTED THAT NO INFORMATION WAS PROVIDED BY THE OWNER ON THE SEPTICS FOR THESE HOUSES. SINCE THEN, THE COMMITTEE HAS RECEIVED THIS INFORMATION. UPON MOTION BY RENITA ODSTRCIL, SECONDED BY SCOTT HOWARD, THE BOARD APPROVED THE ARCHITECTURAL FORMS UNANIMOUSLY. THERE IS AN ISSUE WITH THE FENCING AT THE 308 SWEET GUM PROPERTY AND MR. CUPIAL IS BEING CONTACTED.

THE ARCHITECTURAL COMMITTEE INFORMED EVERYONE THAT BURLESON COUNTY'S **ENVIRONMENTAL OFFICER**, JODY TILLERY, HAS OFFERED TO SPEAK TO US AND ANSWER QUESTIONS ABOUT SEPTICS, WASTE DISPOSAL, THE SCOPE OF HIS AUTHORITY, AND OTHER THINGS WE SHOULD KNOW. PRESIDENT ODSTRCIL MADE A MOTION TO INVITE HIM IN MARCH. SCOTT HOWARD SECONDED AND THE BOARD APPROVED UNANIMOUSLY. WE WILL POST WHEN AND WHERE THIS MEETING WILL TAKE PLACE. WE WILL TRY TO SCHEDULE IT DURING OUR MONTHLY MEETING.

MANUEL AND TANYA NORIEGA HAVE APPLIED TO BUILD AN EXTENSION TO AN EXISTING BUILDING ON THEIR PROPERTY AT 500 SHADOW ARBOR. THE ARCHITECTURAL COMMITTEE REJECTED THEIR APPLICATION BECAUSE OF SEVERAL OBJECTIONS. THEY WILL BE CONTACTED AND MADE AWARE OF THESE.

MICHAEL GOMEZ HAS APPLIED TO ADD SMART SIDING, VINYL WINDOWS, AND SKIRTING TO HIS MOBIL HOME ON HIS PROPERTY AT 403 STRAIGHT ARROW LANE. UPON MOTION BY RENITA ODSTRCIL, SECONDED BY ANN MARIE GALLAGHER, THE BOARD APPROVED UNANIMOUSLY.

JESSE HERNANDEZ HAS APPLIED TO PUT A METAL CONTAINER NEXT TO AN EXISTING ONE AND ATTACH THEM WITH A WOOD FRAME ROOF TO FORM A CARPORT ON HIS PROPERTY AT 100 BRAMBLEWOOD CIR. THIS APPLICATION IS DEFERRED FOR NEXT MONTH AS IT WAS NOT RECEIVED IN TIME.

OTHER COMMITTEES:

ENHANCEMENT/SOCIAL COMMITTEE: NO PROGRESS ON THE BASKETBALL COURT BECAUSE OF THE HOLIDAYS AND WINTER WEATHER. CONSIDERING AN EVENT FOR VALENTINES DAY.

DEED RESTRICTION REVISION COMMITTEE: THEY WOULD LIKE AT LEAST TWO MORE PROPERTY OWNERS TO VOLUNTEER FOR THE COMMITTEE. THEY INTEND TO MEET TODAY.

MAINTENANCE: THE BURN BAN WAS LIFTED BY THE COUNTY ON DECEMBER 11. THE DUMP TRACTOR NEEDED A NEW HYDRAULIC HOSE. DURING CHRISTMAS WEEK THE DUMP GATE LOST POWER BECAUSE OF A GFI TRIP. THE GATE WAS LEFT OPEN, FOR USERS, FOR A SHORT TIME UNTIL POWER WAS RESTORED.

GRIEVANCE: NO NEW GRIEVANCES.

BUILDING RENTAL: SUNDAY, JANUARY 11 AND JANUARY 25. ANYONE WISHING TO RENT THE COMMUNITY BUILDING PLEASE CONTACT KATHY HOWARD (713.828.7844) OR TINA BOLTEN (832.773.4100).

OLD BUSINESS:

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

RENITA THANKED ANN MARIE AND CHRISTY FOR UPDATING OUR BOOKKEEPING SOFTWARE WITH THE LATEST VERSION OF QUICKBOOKS ONLINE WHICH IS MORE EFFICIENT AND WILL REDUCE COSTS.

PRESIDENT ODSTRCIL ANNOUNCED THAT THE MOWING CONTRACT WAS AWARDED AT THE EXECUTIVE SESSION OF LAST MONTH'S MEETING. SHE RECUSED HERSELF FOR THE BOARD'S DELIBERATIONS CHOOSING THE CONTRACTOR. BECAUSE OF OUR LIMITED BUDGET THE CONTRACTOR WAS CHOSEN STRICTLY ON A LOWEST COST BASIS. BRANDON ODSTRCIL WAS AWARDED THE MOWING CONTRACT.

A PROPERTY OWNER ASKED, HOW MANY MOWINGS WILL WE GET IN A YEAR? DURING THE SUMMER MOWING SEASON THE COMMON GREEN AREAS (PARK, POOL, DOCK) ARE MOWED TWICE A MONTH AND THE STREETS, ONCE; BUT THIS IS SUBJECT TO THE WEATHER: MORE RAIN (MORE MOWING); DROUGHT (LESS MOWING). THE WINTER MONTHS WILL BE MOWED AS NEEDED. BRANDON WILL REMOVE DEAD TREES WHEN NEEDED. THE BOARD WILL STAY IN TOUCH WITH THE COUNTY TO GET THEM TO REMOVE TREES FALLEN ON ROAD EASEMENTS AND FIX CULVERTS, DRAINAGE, AND ROADS AS THEY ARE REQUIRED TO DO. RENITA PROMISES TO CONTACT THE COUNTY AND CONVEY TO THEM OUR EXPECTATIONS.

RENITA THANKED LYNDA MENDIZABAL FOR DONATING THE ALUMINIUM SWING SET TO THE HOA FOR USE IN THE PARK. THE COMMUNITY THANKS HER AND THE BOARD WILL LET HER KNOW WHEN ARRANGEMENTS HAVE BEEN MADE FOR THE TRANSFER.

RENITA REPORTS THE CHRISTMAS PARTY ON DECEMBER 15 WAS A GREAT SUCCESS. IT WAS WELL ATTENDED INCLUDING SANTA, THE FOOD WAS PLENTYFUL AND DELICIOUS, THE ACTIVITIES WERE FUN, AND A GOOD TIME WAS HAD BY ALL.

BCFPI'S D&O INSURANCE WAS RENEWED FOR THE NEW YEAR WITH STATE FARM.

NEW BUSINESS: THE BOARD WILL MEET TODAY IN EXECUTIVE SESSION AND CONSIDER THE BIDS FOR THE MAINTENANCE POSITION AT THE DUMP. LAST MONTH WE DID NOT HAVE THREE BIDS, AS WE REQUIRE, FOR AWARDDING A CONTRACT, BUT TODAY WE DO.

COMMENTS FROM THE BOARD: A BOARD MEMBER REMINDED EVERYONE THAT THE HOA REQUIRES A PAYMENT OF A TRANSFER FEE WHEN A PROPERTY TITLE IS TRANSFERED EVEN IF A TITLE COMPANY IS NOT INVOLVED. RENITA EXPLAINED THAT A PERSON TO PERSON TRANSFER AND EVEN ONE SET UP BY A LAWYER MAY OVERLOOK THE FEE. SHE FURTHER EXPLAINED THAT THE FEE IS NEGOTIABLE BETWEEN BUYER AND SELLER, IS A ONE TIME CHARGE, AND INCLUDES ALL LOTS INVOLVED IN THE TRANSFER. THERE IS NOT A CHARGE FOR EVERY LOT BUT ONE CHARGE FOR ALL. THE BUYER IS ULTIMATELY RESPONSIBLE FOR PAYMENT IF THE SELLER DOES NOT CONTRIBUTE. PLEASE CONTACT THE OFFICE IF YOU HAVE A QUESTION.

COMMENTS FROM THE FLOOR: A PROPERTY OWNER ASKED RENITA IF THE CONTROVERSY INVOLVING SECTIONS 5 & 6 AFFECT PAYMENT OF TRANSFER FEES. PRESIDENT ODSTRCIL STATED 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 BUT THIS TIME OF YEAR HAS MADE SCHEDULING MEETINGS DIFFICULT.

CHANGE IN OWNERSHIP:

	THREE			
NEW OWNER	SEC	BLK	LOT	PREVIOUS OWNER
DANIEL JOSEPH SEILER	3	9	3	RANDALL AND SANDRA WILLOUGHBY
DAVID JR. AND JENNIFER HALE	5	11	8, 9, 10	MELKER, JAMES S.
RANDY AND GINA SCHOENER	3	5	21	JOSE AND ANA AGUILERA

ADJOURNMENT: THE BOARD WILL MEET IN EXECUTIVE SESSION TODAY.

MOTION TO ADJOURNE BY ANN MARIE GALLAGHER, SECONDED BY SCOTT HOWARD, WAS UNANIMOUSLY APPROVED AT 11:08 AM. THE NEXT MONTHLY MEETING IS SATURDAY, FEBRUARY 1, 2025 AT 9:00 AM IN THE COMMUNITY BUILDING. THESE MINUTES WERE APPROVED AT REGULAR MONTHLY MEETING:

OF THE 1 DAY Feb. 2025 John J. Amblauer SECRETARY Quital Dtrial PRESIDENT