

BIRCH CREEK FOREST PROPERTIES, INC.
MINUTES OF REGULAR MEETING OF BOARD OF DIRECTORS
NOVEMBER 2, 2024

THE BOARD OF DIRECTORS OF BIRCH CREEK FOREST PROPERTIES, INC. MET AT THE COMMUNITY BUILDING IN BIRCH CREEK FOREST SUBDIVISION ON SATURDAY, NOVEMBER 2 AT 9:00 AM.

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

MINUTES OF THE REGULAR BOARD MEETING HELD OCTOBER 5, 2024, WHICH WERE POSTED AND CIRCULATED, WERE APPROVED UNANIMOUSLY ON A MOTION BY ANN MARIE GALLAGHER AND SECONDED BY SCOTT HOWARD. THESE MINUTES WILL BECOME PART OF THIS MEETING'S RECORDS.

THE TREASURER'S REPORT AS OF OCTOBER 31, 2024 WAS GIVEN BY ANN MARIE GALLAGHER. A MOTION BY ANN MARIE, SECONDED BY JOHN DUNKLEMAN, UNANIMOUSLY APPROVED THE REPORT AS PAID. THIS REPORT IS TO BECOME PART OF THIS MEETING'S RECORDS. ANN MARIE THANKED OUR BOOKKEEPER, CHRISTY MAHNKE, FOR HER EFFORTS TO UPDATE OUR QUICK BOOKS PROGRAM. THIS WILL MAKE BOOK KEEPING MORE EFFICIENT IN THE YEARS TO COME. ANN MARIE SAID SHE IS ALSO UPDATING THE TREASURER'S REPORT TO INCLUDE ALL OUR FIXED ASSETS IN LAND, BUILDINGS, AND DEPRECIATION INFORMATION.

COMMITTEE REPORTS:

SWIMMING POOL: PRESIDENT ODSTRCIL ASKED JOHN DUNKLEMAN TO REPORT ON THE POOL. HE SAID THE POOL IS IN GOOD SHAPE. THE POOL MAINTENANCE CONTRACTOR IS NOW CHECKING THE POOL ONCE A WEEK INSTEAD OF TWICE. LATER IN THE WINTER THIS CAN BE REDUCED TO ONCE PER TWO WEEKS FOR MORE SAVINGS. JOHN EMPHASIZED THAT THE POOL MUST STILL BE CHECKED EVERY DAY BY VOLUNTEERS AS LEAVES AND DEBRIS PLUG THE STRAINER BASKETS WHICH WILL CAUSE THE PUMP MOTER TO FAIL. VOLUNTEERS ARE NEEDED TO HELP WITH THIS TASK.

RENITA NOTED THAT VOLUNTEERS EARLIER THIS YEAR REROUTED RAIN WATER RUNOFF AWAY FROM THE POOL AND THIS WILL HELP REDUCE EXPENSES NEXT YEAR BY KEEPING MUD OUT OF THE POOL LESSENING THE NEED FOR CHEMICALS TO CLARIFY THE WATER. DENNIS SHOOK IS PREPARING AN RFQ FOR POOL REPAIRS INCLUDING: REPLASTERING, REACTIVATING 3RD SKIMMER, TILE REPLACEMENT, AUTOFILL VALVE, POOL DECK CONSTRUCTION, AND MAIN DRAIN REPLACEMENT. WE WILL CONSIDERED AS MANY AS WE CAN AFFORD.

JOHN ALSO NOTED, THE POOL IS CLOSED FOR THE SEASON AND THE GENERAL CONSENSUS IS THAT IT WILL OPEN NEXT YEAR ON MARCH 1, 2025.

ARCHITECTURAL: THREE AND A VARIANCE AND CLAIRIFICATION REQUEST

BOBBY AND SUSAN HOOD HAVE APPLIED TO BUILD A STORAGE BUILDING ON THEIR PROPERTY AT 413 SHADOW OAK LANE. UPON MOTION BY RENITA ODSTRCIL, SECONDED BY SCOTT HOWARD, THE BOARD APPROVED UNANIMOUSLY.

COLTER AND CINDY GASWINT HAVE APPLIED FOR A VARIANCE FOR THEIR HOUSE WHICH IS BEING BUILT ON THEIR PROPERTY AT 404 BIRCH HILL LANE. THE SLAB WAS INADVERTENTLY POURED CLOSER TO THE PROPERTY LINE THAN UNDERSTOOD BY THE ARCHITECTURAL COMMITTEE AND THE SETBACK DISTANCE IS LESS THAN THE INDICATED 30 FT. THE BOARD DECIDED TO ALLOW A SET BACK DISTANCE OF 20 FT. THE BOARD ASLO RECOMMENDS FOR COLTER AND CINDY REGISTER THESE DOCUMENTS AT THE COUNTY COURTHOUSE. UPON MOTION BY SCOTT HENRY, SECONDED BY JOHN DUNKLEMAN, THE BOARD APPROVED UNANIMOUSLY.

CHRISTY MAINKE HAS APPLIED TO PLACE A STORAGE BUILDING ON HER PROPERTY AT 413 BIRCH FOREST DRIVE. UPON MOTION BY BY ANN MARIE GALLAGHER, SECONDED BY RENITA ODSTRCIL, THE BOARD APPROVED UNANIMOUSLY.

BRUCE ALBURY'S APPLICATION TO BUILD A CARPORT ON HIS PROPERTY AT 509 GAYWOOD LANE WAS REJECTED LASTMONTH UNTILTHERE IS CLARIFICATION FROM BLUE BONNET ELECTRIC BECAUSE OF THE LOCATION OF AN OVERHEAD ELECTRICAL POWER LINE. BLUEBONNET HAS GIVEN THEIR GO AHEAD. UPON MOTION BY SCOTT HOWARD, SECONDED BY RENITA ODSTRCIL, THE BOARD APPROVED UNANIMOUSLY.

SHAY MORROW HAS APPLIED TO BUILD A FENCE, DECK, AND POOL ON HER PROPERTY AT 212 SHADOW OAK LANE. 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. THEY HAVE THE NECESSARY FUNDS (\$7,000.) AND ANOTHER FUNDRAISER WILL NOT BE NECESSARY. TAPE WILL BE PUT AROUND THE CONSTRUCTION SITE FOR SAFETY.

A PROPERTY OWNER SAID THAT MORE LIGHTING IS NEEDED AT THE PARK AS IT IS GETTING DARK VERY EARLY (BY 6:00 PM) THIS TIME OF YEAR. SEVERAL PEOPLE VOLUNTEERED TO CHECK THE STREET LIGHTS THAT BLUEBONNET ELECTRIC IS PROVIDING TO MAKE SURE THEY ARE ON AND TO MAKE A LIST OF PROPOSED NEW LIGHTS AT THE PARK AND AT THE ENTRANCE TO THE SUBDIVISION.

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.

DEED RESTRICTION REVISION COMMITTEE: THEY NEED ANOTHER MEMBER ON THE COMMITTEE.

MAINTENANCE: PLEASE REMEMBER THAT THE COUNTY WIDE **BURN BAN IS IN EFFECT**. SCOTT HOWARD REMINDED EVERYONE THAT HE HAS PREPARED RFQ'S FOR THE DUMP MAINTENANCE POSITION AND FOR MOWING THE COMMON AREAS IN THE SUBDIVISION. WE WOULD LIKE FOR EVERYONE INTERESTED IN THESE POSITIONS TO HAVE SUBMITTED BIDS BY 5:00 PM ON DECEMBER 1.

A PROPERTY OWNER ASKED IF ANY PROGRESS HAS BEEN MADE ON GETTING A BATTERY PACK-UP FOR THE GATE AT THE DUMP SO THAT A POWER OUTAGE WOULD NOT LEAVE ANYONE STRANDED. A GENERAL DISCUSSION FOLLOWED ABOUT UPGRADING THE CARD SYSTEM AND CAMERAS. THE BOARD PROMISED TO TALK TO THE CONTRACTOR WHO PROVIDES THIS EQUIPMENT.

PRESIDENT ODSTRCIL REMINDED EVERYONE THAT THE OPERATION OF THE DUMP AND ITS MAINTENANCE IS OUR LARGEST EXPENSE. A PROPERTY OWNER ASKED THAT A SIGN BE PUT UP ASKING THAT ALL CARDBOARD BOXES PLACED IN DUMPSTERS BE FLATTENED OR CRUSHED TO USE UP ALL AVAILABLE SPACE. THANKS TO ALL FOR THESE SUGGESTIONS.

GRIEVANCE: NO NEW GRIEVANCES. WE HAVE CREATED A NEW SYSTEM & PROCEDURES FOR TRACKING GRIEVANCES AND ARE MOVING FORWARD WITH ENFORCEMENT OF DEED RESTRICTIONS.

BUILDING RENTAL: SATURDAY, DECEMBER 7 (11:00 AM-3:00PM) AND SATURDAY, DECEMBER 14. WE NOW HAVE AN ACTIVE RENTAL COMMITTEE. ANYONE WISHING TO RENT THE COMMUNITY BUILDING PLEASE CONTACT KATHY HOWARD (713.828.7844) OR TINA BOLTON (832.773.4100).

OLD BUSINESS: THE HOA OFFICE NEEDS MORE BLANK CARD KEYS FOR DUMP AND POOL ACCESS.

OUR FIRE AND BUILDING INSURANCE RENEWED THIS MONTH. THE BOARD WILL CONTINUE TO GET COMPETITIVE RATES AND THE BEST POSSIBLE PRICE FOR THIS INSURANCE.

MAINTENANCE FEE STATEMENTS FOR 2025 WILL BE SENT TO ALL PROPERTY OWNERS THIS MONTH.

NEW BUSINESS: BCFPI'S D&O (LIABILITY) INSURANCE IS DUE TO BE RENEWED FOR THE COMING YEAR BY JANUARY 1. THE CURRENT CARRIER IS STATE FARM. THE PREMIUM FOR LAST YEAR WAS \$2,460. 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.

WE ARE PLANNING TO INTERVIEW NEW ATTORNEY'S FOR THE HOA SOON.

COMMENTS FROM THE BOARD: NONE

COMMENTS FROM THE FLOOR: A PROPERTY OWNER ASKED ABOUT THE RESOLUTION CONCERNING THE DEED RESTRICTIONS FOR SECTIONS 5 AND 6 WHICH WILL BE DISCUSSED TODAY IN EXECUTIVE SESSION.

CHANGE IN OWNERSHIP:	TWO			PREVIOUS OWNER
NEW OWNER	SEC	BLK	LOT	
AMADO RODEA JR.	1	1	16, 17	JOSEPH RANDALL GARNER
SHAY MORROW	1	2	48, 50	PABLO AND NARCE MALDONADO

ADJOURNMENT: THE BOARD MET IN EXECUTIVE SESSION TO DISCUSS SEVERAL ISSUES INCLUDING STATUS OF SECTIONS 5 AND 6 AND A SURVEY TO ESTABLISH THE BOUNDARY BETWEEN THE DUMP AND ADJACENT PROPERTY.

MOTION TO ADJOURNE BY ANN MARIE GALLAGHER, SECONDED BY RENITA ODSTRCIL WAS UNANIMOUSLY APPROVED AT 10:23 AM. THE NEXT MONTHLY MEETING IS **SATURDAY, DECEMBER 7, 2024 AT 9:00 AM** IN THE COMMUNITY BUILDING. THESE MINUTES WERE APPROVED AT REGULAR MONTHLY MEETING:

OF THE _____ DAY _____, 2024 _____ SECRETARY _____ PRESIDENT