

BIRCH CREEK FOREST PROPERTIES, INC.
MINUTES OF REGULAR MEETING OF BOARD OF DIRECTORS
JUNE 6, 2026

THE BOARD OF DIRECTORS OF BIRCH CREEK FOREST PROPERTIES, INC. MET AT THE COMMUNITY BUILDING IN BIRCH CREEK FOREST SUBDIVISION ON SATURDAY, JUNE 6, 2026 AT 9:03 AM. PRESIDENT ODSTRCIL CALLED THE MEETING TO ORDER AND AFTER A SHORT PRAYER DECLARED A QUORUM PRESENT.

MINUTES OF THE REGULAR MEETING OF MAY 2, 2026 WHICH WILL BE POSTED AND CIRCULATED WERE APPROVED UNANIMOUSLY ON MOTION BY DENNIS SHOOK AND SECONDED BY SCOTT HOWARD. THESE MINUTES WILL BECOME PART OF THIS MEETING'S RECORDS.

THE TREASURER'S REPORT FOR MAY 31, 2026 WAS GIVEN BY TREASURER ANN MARIE GALLAGHER. SHE EXPLAINED THE PROFIT / LOSS SHEET WHICH SHOWS INCOME AND EXPENSES FOR LAST MONTH. SHE WENT OVER THE BALANCE SHEET AND GENERAL LEDGER WHICH SHOWS EACH EXPENDITURE AND DEPOSIT FOR THE MONTH. THERE BEING NO QUESTIONS, ANN MARIE MADE A MOTION, SECONDED BY RENITA, TO APPROVE THE REPORT AS PAID, WHICH PASSED UNANIMOUSLY. THIS REPORT WILL BECOME PART OF THIS MEETING'S RECORDS.

ANN MARIE THEN PRESENTED THE DRAFT BUDGET FOR THE 2026-2027 FISCAL YEAR. SHE WENT OVER MAJOR ITEMS INCLUDING: TOTAL REVENUE, CAPITAL EXPENSES, OPERATING EXPENSES, CONTRACT LABOR, INSURANCE, TAXES, UTILITIES, AND LEGAL. SHE NOTED FUNDRAISERS NETTED OVER \$20,000. THE FINALIZED BUDGET WILL BE PRESENTED AND APPROVED BY THE BOARD AT THIS YEAR'S ANNUAL MEETING.

ANNOUNCEMENTS:

SEPTEMBER ELECTIONS: THIS YEAR THERE ARE TWO OPEN SEATS ON THE BOARD. TWO DIRECTOR'S TERMS OF SERVICE WILL BE EXPIRING: 1.) SCOTT HOWARD, AND 2.) ANN MARIE GALLAGHER. THESE TWO SEATS WILL BE FILLED BY THE ELECTION AT THIS YEAR'S ANNUAL MEETING ON **SEPTEMBER 5TH**. CANDIDATES MUST SUBMIT THEIR INTENTIONS TO RUN BY THE **JULY OR AUGUST** BOARD MEETINGS.

VDF INDEPENDENCE DAY FUNDRAISER: SATURDAY, JULY 4TH AT THE FIRE STATION. ALL FIREMEN ARE SELLING TICKETS FOR B-B-Q PLATES: \$15/PLATE; SERVING 11:00 AM-1:00 PM. RAFFLE TICKETS: \$20/TICKET.

GOLF CARTS / ATV'S (RESPONSIBLE OPERATION): DENNIS SHOOK REMINDS EVERYONE THERE HAVE BEEN COMPLAINTS AND DEPUTIES ARE TICKETING VIOLATORS. PRESIDENT ODSTRCIL REMINDS EVERYONE THAT THE COUNTY HAS GIVEN US PERMISSION TO OPERATE GOLF CARTS AND ATV'S ON COUNTY ROADS IN THIS SUBDIVISION PROVIDED: 1.) THEY DO NOT EXCEED 25 MPH, 2.) OBEY ALL TRAFIC RULES AND HAVE A LICENSED DRIVER ABOARD, AND 3.) HAVE "SLOW VEHICLE" SYMBOL ATTACHED AT REAR. **PLEASE HELP OUR SUBDIVISION RETAIN THIS PRIVILEGE.**

COMMITTEE REPORTS:

SWIMMING POOL: DENNIS SHOOK REMINDS EVERYONE THE POOL RATE REMAINS \$50 PER FAMILY FOR THE 2026 SEASON. HE NOTES TRUE LIGHT IS DOING A GOOD JOB MAINTAINING THE POOL. THEY PROVIDED NEW SKIMMER BASKETS THAT STAY IN PLACE, KEEPING DEBRIS OUT OF THE WATER CIRCULATION LOOP. LESS CHEMICAL TREATMENT IS NEEDED AND THE POOL WATER IS CLEANER IN SPITE OF RECENT HEAVY RAINS. A PROPERTY OWNER NOTED THAT MORE CAUKING IS NEEDED BETWEEN CONCRETE SURFACES AND DENNIS OFFERED TO MEET WITH HER TO LOOK AT THE PROBLEM. RENITA SAID SHE WOULD HAVE THE POOL CONTRACTOR FIX THIS. AS THE WORK IS STILL UNDER WARRANTY.

ARCHITECTURAL: TWO

1. AN APPLICATION AT 411 GAYWOOD TO INSTALL A DOUBLE WIDE MOBIL HOME WAS SUBMITTED. THE COUNTY ENVIRONMENTAL OFFICER HAS PROVIDED THE NUMBER OF THE SEPTIC PERMIT ON FILE. PRESIDENT ODSTRCIL MADE A MOTION TO PROVISIONALLY ACCEPT THE ACC FORM. THE MOTION WAS SECONDED BY SCOTT HOWARD AND APPROVED UNANIMOUSLY.

2. THE APPLICATION TO INSTALL A PAD FOR A HOME CONSTRUCTION AT 401 BIRCH FOREST DRIVE HAS NOT BEEN SUBMITTED TO THE ACC COMMITTEE YET, SO THE BOARD TOOK NO ACTION.

ENHANCEMENT/SOCIAL COMMITTEE:

1. COMMUNITY CLEAN-UP DAY (MAY 16TH): RENITA REPORTS THE CLEAN-UP DAY WAS A RESOUNDING SUCCESS. A LARGE ROLL-OFF DUMPSTER FULL OF TRASH WAS COLLECTED.

2. FLAG MY YARD: RENITA REMINDED EVERYONE THAT THEY CAN STILL JOIN AT A PRORATED COST FOR THE REMAINING HOLIDAYS: INDEPENDENCE DAY, JULY 4; LABOR DAY, SEPT. 7; VETERAN'S DAY, NOV. 11.

3. BIRCH CREEK FOREST FAVORITE RECIPES COOKBOOK: COOKBOOKS ARE AVAILABLE AT THE OFFICE FOR \$20 EACH.

4. BIRTHDAY MONTH DRAWING: ANOTHER LUCKY WINNER RECEIVED A \$20 GIFT CERTIFICATE. YOU DO NOT HAVE TO BE PRESENT TO WIN, BUT YOU MUST REGISTER.

MAINTENANCE / GROUNDSKEEPING

PRESIDENT ODSTRCIL REMINDED EVERYONE SCOTT HOWARD RESIGNED HIS MAINTENANCE POSITION AND THE BOARD WILL DISCUSS EFFORTS TO FIND HIS REPLACEMENT IN EXECUTIVE SESSION.

PRESIDENT ODSTRCIL ANNOUNCED AFTER A CAREFUL REVIEW OF ALL GOVERNING DOCUMENTS, THE HOA WILL DISCONTINUE MAINTENANCE ACTIVITIES ON COUNTY STREET RIGHT OF WAYS, PUBLIC DRAINAGE EASEMENTS (GREEN AREAS), AND THE FEDERALLY CONTROLLED BOAT RAMP. SHE STATED, EFFECTIVE MAY 7, OUR MAINTENANCE PERSONNEL NO LONGER WILL MOW ALONG STREET RIGHT OF WAYS, MAINTAIN GREEN AREAS, NOR MOW AT THE BOAT RAMP. A NOTICE WAS POSTED ON ALL BULLETIN BOARDS TO THIS EFFECT LAST MONTH. SHE NOTED THE HOA WILL CONTINUE TO MOW THE PROPERTY IT OWNS: THE PARK, DUMP, AND POOL AREAS.

RESPONDING TO A QUESTION ABOUT THE BOAT RAMP, RENITA SAID THE COUNTY HAS AN AGREEMENT WITH THE CORE OF ENGINEERS TO MAINTAIN THE BOAT RAMP AREA AND ANY QUESTIONS SHOULD BE DIRECTED TO BURLESON CO., PRECINCT NO. 4 COMMISSIONER.

DENNIS SHOOK ADDED THAT MAINTENANCE HAS FIXED THE POOL BATHROOMS. DRAIN LINES WERE UNPLUGGED ALL THE WAY TO THE SEPTIC AND A COMMODE AND FLUSH VALVE WERE REPLACED.

BUILDING RENTALS: TWO WERE IN MAY; ONE HAS BEEN SCHEDULED FOR JUNE.

ONGOING BUSINESS:

DUMP CARDS HAVE BEEN DEACTIVATED FOR THOSE WHO HAVE NOT PAID THIS YEAR'S ANNUAL FEE.

RENITA REPORTS THAT THE RECORDS PRODUCTION POLICY, RECORDS RETENTION POLICY, ELECTION AND VOTING POLICY, AND PAYMENT POLICY HAVE ALL BEEN REVISED. SHE MADE A MOTION TO ACCEPT WHICH WAS SECONDED BY DENNIS SHOOK AND PASSED UNANIMOUSLY. RENITA STATED THE NEW AND REVISED POLICIES WILL BE POSTED ON OUR WEBSITE FOR REVIEW.

PRESIDENT ODSTRCIL REPORTS NO NEW DEVELOPMENTS HAVE OCCURED REGARDING THE LAWSUIT.

THE NEW GATE AT THE BACK OF THE PARK IS FINISHED. OBTAINING NEW FURNATURE FOR THE POOL AND UPDATING THE CAMERA SYSTEM ARE IN PROGRESS. INSTALLING THE BASKETBALL GOAL AND LANDSCAPING AROUND THE COURT WILL BE COMPLETED SOON.

NEW BUSINESS:

PRESIDENT ODSTRCIL MADE A MOTION TO FORMALIZE THE BOARD'S DECISION TO CEASE MOWING AND OTHER MAINTENANCE ACTIVITIES ON COUNTY AND FEDERAL CONTROLLED LAND. DENNIS SHOOK SECONDED THE MOTION WHICH PASSED UNANIMOUSLY.

RENITA ASKED THE BOARD TO APPROVE THE NEW SHORTENED AGENDA FORM AT WHICH WAS HANDED OUT TODAY. IT LIMITS AGENDA ITEMS ONLY TO THOSE REQUIRE BY THE TEXAS PROPERTY CODE. DENNIS SHOOK SECONDED, AND THE BOARD APPROVED UNANIMOUSLY.

RENITA MADE AN ADDITIONAL MOTION TO APPROVE THE RECISSION (REPLACEMENT AND UPDATING) OF ALREADY RECORDED POLICY DOCUMENTS (RULES / REGULATIONS, ACC GUIDELINES, GRIEVANCE FORMS) AND TO APPROVE THE FINAL VERSIONS INCLUDING NEW COMPLIATION OF DEDICTORY INSTRUMENTS AND NEW INDEXING SYSTEM: ALL, TO BE RECORDED AT BURLESON CO. COURTHOUSE. SCOTT HOWARD SECONDED. AND THE BOARD APPROVED UNANIMOUSLY.

RENITA NOTED THE SPRINKLER HEADS FOR THE POOL SEPTIC NEED TO BE RELOCATED AWAY FROM THE PLAYGROUND. THE CONTRACTOR'S ESTIMATE IS \$1,300 AND NO NEW PERMIT IS NEEDED. RENITA MADE A MOTION TO ACCEPT. SECONDED BY DENNIS SHOOK, AND APPROVED UNANIMOUSLY.

PROPERTY OWNERS NOTED GRIEVANCES ARE NOT LISTED ON TODAY'S AGENDA. RENITA SAID GRIEVANCES, WILL BE DISCUSSED IN EXECUTIVE SESSION BECAUSE OF THEIR SENSITIVE NATURE.

PROPERTY OWNERS ALSO NOTED THE AGENDA DOES NOT HAVE "QUESTIONS FROM THE FLOOR". RENITA SAID THE BOARD WILL ALWAYS TAKE QUESTIONS FROM THE FLOOR DURNING THE MEETING. SHE NOTES HOWEVER, SINCE, EXTENDED DISCUSSIONS ON POINTS OF LAW OFTEN BECOME ARGUMENTATIVE, THESE SHOULD BE SUBMITTED IN WRITING, BEFORE THE MEETING (AT THE OFFICE OR EMAIL), SO THE BOARD HAS TIME TO RESEARCH AND PREPARE A RESPONSE.

ADJOURNMENT: A MOTION TO ADJOURNE BY RENITA, SECONDED BY ANN MARIE GALLAGHER, WAS UNANIMOUSLY APPROVED AT 9:58 AM. THE NEXT MONTHLY MEETING IS SATURDAY, JULY 11 AT 9:00 AM AT THE COMMUNITY BUILDING. THESE MINUTES WERE APPROVED AT THE REGULAR MONTHLY MEETING

OF THE 11 DAY July, 2026 John J. Dankiewicz SECRETARY Scott Howard PRESIDENT.

EXECUTIVE SESSION: THE BOARD MET IN EXECUTIVE SESSION TO DISCUSS LEGAL AND PROPERTY RELATED MATTERS. NO FORMAL DECISIONS WERE MADE. THE BOARD AWARDED THE CONTRACT FOR THE CONTRACT MAINTENANCE POSITION TO ONE OF THE CANDIDATES WHO APPLIED FOR THE POSITION..