

**BIRCH CREEK FOREST PROPERTIES, INC.**  
**MINUTES OF REGULAR MEETING OF BOARD OF DIRECTORS**  
**MAY 6, 2023**

THE BOARD OF DIRECTORS OF BIRCH CREEK FOREST PROPERTIES, INC. MET AT THE COMMUNITY BUILDING IN BIRCH CREEK FOREST SUBDIVISION ON SATURDAY, MAY 6, 2023 AT 9:00 AM.

SECRETARY JOHN DUNKLEMAN CALLED THE MEETING TO ORDER, THERE BEING A QUORUM PRESENT. VICE-PRESIDENT JON SCHOELLMAN WAS ABSENT.

MINUTES OF THE REGULAR BOARD MEETING HELD APRIL 1, 2023, WHICH WERE POSTED AND CIRCULATED WERE APPROVED UPON A MOTION BY JOHN DUNKLEMAN AND SECONDED BY CARRIE FERGUSON. THE MINUTES WILL BECOME PART OF THIS MEETING'S RECORDS.

THE TREASURER'S REPORT AS OF APRIL 30, 2023 WAS GIVEN BY CARRIE FERGUSON. UPON MOTION BY CARRIE AND SECONDED BY MAUREEN RAMIREZ THE BOARD APPROVED THE REPORT AS PAID. THIS REPORT IS TO BECOME PART OF THIS MEETING'S RECORDS.

**BOARD VACANCY** JOHN DUNKLEMAN ANNOUNCED THAT MELVIN LEHMANN, PRESIDENT, RESIGNED FROM THE BOARD APRIL 7, 2023 CITING FAMILY OBLIGATIONS PREVENTING FURTHER PARTICIPATION. JOHN NOTED BCFPI BY-LAWS REQUIRE A BOARD VACANCY BE FILLED BY VOTE OF THE BOARD. JOHN ASKED FOR A VOLUNTEER TO FILL THIS POSITION AND THREE PROPERTY OWNERS VOLUNTEERED. THE BOARD ANNOUNCED THAT IT WOULD CHOOSE THE NEW BOARD MEMBER IN EXECUTIVE SESSION. THANKS TO ALL WHO VOLUNTEERED.

**COMMITTEE REPORTS:**

**SWIMMING POOL:** JERRY POTENZA WAS NOT PRESENT, BUT THE POOL LOOKS IN GOOD CONDITION. JOHN DUNKLEMAN REPORTS THE POOL HAS BEEN OPEN SINCE MARCH 11 AND BOTH RESTROOMS HAVE BEEN REPAIRED. THE COST FOR THE SEASON IS \$40. PER FAMILY.

**ABATEMENT:** NONE

**ARCHITECTURAL:** ONE

KATHERINE BRADLEY APPLIED TO BUILD AN ALL METAL MONOSLOPE COVER (15' x 30' x 13' x 11') FOR HER RV ON HER PROPERTY AT 313 SPRING OAK LANE. THE BOARD DECIDED TO DEFER APPROVAL AS ALL MEMBERS OF THE ARCHITECTURAL COMMITTEE HAVE NOT HAD A CHANCE TO REVIEW IT.

**GRIEVANCE:** THREE WRITTEN / ONE TELEPHONE

A PROPERTY OWNER REPORTS WATER FROM HER FAUCET IS BROWN. JOHN ASKED HER TO CONTACT THE M.U.D. AT THEIR NUMBER (979.535.4013) OR DUSTIN LOZANO (979.739.1706).

MAUREEN RAMIREZ REPORTS THAT SHE MADE ONE PHONE CALL TO A PROPERTY OWNER REGARDING YARDS NEEDING MOWING AND THEY HAVE PROMISED TO COMPLY. ALSO A PROPERTY OWNER WROTE A GRIEVANCE CONCERNING TENT CAMPING IN SECTION 3 OF SUBDIVISION, CONTRARY TO DEED RESTRICTIONS. MAUREEN REPORTS THESE HAVE BEEN REMOVED. SHE ALSO SUCCESSFULLY WORKED WITH AN OWNERS TO REMOVE A OLD CAR AND BOAT. MAUREEN SAYS EVERYONE IS COMPLAYING.

**BUILDING RENTAL:** NONE

**OLD BUSINESS:**

THE MAINTENANCE FEE STATEMENTS FOR 2023 WERE MAILED OUT LAST OCTOBER. IF ANY PROPERTY OWNER HAS NOT RECEIVED THEIR STATEMENT PLEASE CALL THE HOA OFFICE (979) 535-8978. THE FEES WERE DUE JANUARY 31, 2023. A LATE CHARGE OF \$10.00 PER LOT HAS BEEN ASSESSED. A PAYMENT PLAN CAN BE ARRANGED BY CALLING THE HOA OFFICE.

THE BOARD'S INTENDS TO FILE LIENS WITH THE COUNTY FOR PROPERTIES IN ARREARS ON THEIR YEARLY MAINTENANCE FEE. AFTER SOME DISCUSSION, JOHN DUNKLEMAN MADE A MOTION THAT LIENS BE FILED ON PROPERTY OWNERS TWO YEARS OR MORE IN ARREARS. CARRIE FERGUSON SECONDED THE MOTION WHICH PASSED UNANIMOUSLY. OUR ATTORNEY HAS PROVIDED FORMS FOR US TO USE IN FILING LIENS WITH THE COUNTY.

**OLD BUSINESS: (continued)**

JOHN DUNKLEMAN GAVE AN UPDATE ON THE PLAN FOR THE NEW SEPTIC SYSTEM. THREE QUOTES HAVE BEEN RECEIVED. THE BOARD DISCUSSED THE QUOTES AND DECIDED TO CHOOSE ONE OF THE CONTRACTORS IN EXECUTIVE SESSION.

JOHN NOTED THAT RECENTLY A PROPERTY OWNER LEFT SOME LOGS MORE THAN 4 INCHES IN DIAMETER ON THE BURN PILE. THE BOARD HAS POSTED THAT ONLY BRUSH BE PLACED ON THE BURN PILE. THE PROPERTY OWNER HAS REMOVED THEM.

JOHN SAID SEVERAL PEOPLE NOTICED THAT MOWING AROUND THE OFFICE HAS CAUSED GRAVEL TO CHIP THE PAINT NEAR GROUND LEVEL. THE CONTRACTOR HAS PROPOSED TO REPAINT WITH A BETTER QUALITY OF PAINT. THE BOARD DISCUSSED HOW TO FOLLOW UP ON THIS PROPOSAL.

**NEW BUSINESS:**

JOHN DUNKLEMAN NOTED THAT A NEW COMPUTER HAS BEEN PURCHASED FOR THE OFFICE. THE COMPUTER THAT WE USE NOW IS VERY OLD AND NEEDS TO BE UP DATED.

JOHN ASKED THE BOARD IF THE HOA WANTS TO CHARGE A FEE FOR RE-SALE CERTIFICATES AS ALLOWED BY STATE LAW TO RECOUP THE COST FOR PREPARING THEM. AFTER SOME DISCUSSION A MOTION WAS MADE BY CARRIE FERGUSON TO CHARGE \$250. MAUREEN REAMIREZ SECONDED AND THE MOTION PASSED BY MAJORITY VOTE.

NEXT, JOHN ASKED THE BOARD TO CONSIDER CHARGING A \$40. FEE TO REACTIVATE A TRASH CARD IF A PROPERTY OWNER’S CARD HAS BEEN DEACTIVATED FOR A VIOLATION. THE BOARD DISCUSSED THIS PROPOSAL AND IT HAS BEEN NOTED THAT CONDITIONS AT THE DUMP ARE A LOT BETTER NOW THAT MORE SIGNS HAVE BEEN PUT UP. THE BOARD DECIDED NOT TO DEACTIVATE CARDS BUT MAY CONSIDER FINES FOR VIOLATIONS. JOHN ALSO ASKED THE BOARD IF IT WANTED TO DEACTIVATE TRASH CARDS IF A PROPERTY OWNER DOES NOT TAKE ACTION AFTER RECEIVING A WRITTEN NOTICE OF A VIOLATION. AGAIN, THE BOARD DECIDED NOT TO DEACTIVATE CARDS BUT MAY IMPOSE A FINE FOR NON-COMPLIANCE.

BIRCH CREEK FOREST V.F.D. INDEPENDENCE DAY FUNDRAISER IS ON SATURDAY, JULY 1 AT THE FIRE STATION.

**COMMENTS FROM THE BOARD** NONE

**COMMENTS FROM THE FLOOR:**

TINA BOLTON ANNOUNCED THAT THE ENHANCEMENT COMMITTEE IS HAVING A **HAMBURGER BASKET FUND RAISER ON SATURDAY, JUNE 10 BETWEEN 11:00 AM - 2:00 PM** AT THE COMMUNITY BUILDING. THE BASKET COSTS \$12.00 AND CONSISTS OF A BURGER, CHIPS, DRINK, AND COOKIE.

**CHANGE IN OWNERSHIP:** FOUR

<u>NEW OWNER</u>	<u>SEC</u>	<u>BLK</u>	<u>LOT</u>	<u>PREVIOUS OWNER</u>
JENNIFER AND REYNALDO GARZA	5	8	11, 12, 13	KIMBERLY AND STEPHEN SKINNER
TOMMY AND NATALIE HOFFART	5	9	8, 9	JASON AND NANCY BICE
DAVID MEYER	6	1	7, 8, 9, 10	CHRISTOPHER LOUKANNIS
STEPHEN KUDLACEK	4	17	4	CHARLES AND KAREN DEWITT

**ADJOURNMENT:**

THE BOARD WENT INTO EXECUTIVE SESSION AT 9:39 AM. AFTER COMPLETING SEVERAL ITEMS OF BUSINESS, A MOTION TO ADJOURN BY MAUREEN RAMIREZ, SECONDED BY CARRIE FERGUSON WAS APPROVED AT 10:20 AM. THE NEXT MONTHLY MEETING IS **SATURDAY, JUNE 3, 2023 AT 9:00 AM** AT COMMUNITY BUILDING.

THESE MINUTES WERE APPROVED IN THE REGULAR MONTHLY BOARD MEETING OF THE \_\_\_\_\_ DAY \_\_\_\_\_, 2023.

\_\_\_\_\_  
SECRETARY

\_\_\_\_\_  
PRESIDENT

