

**CASTLE HILL BURLESON HOA ANNUAL MEETING
MINUTES**

**August 24, 2024 @ 3:30pm
The BRICK - Burleson**

- I. Call to Order by Leslie Crook @ 3:38**
- II. Roll Call and Establish Quorum** – All officers are present and a quorum was established. 18 homeowners were present and we had 8 proxies.
- III. New Residents were welcomed to our neighborhood.**
 - a. Jason & Christina Husfeld – 309 Flagstone Dr. - present
 - b. Brandon & Brooke Hillard – 225 Flagstone Dr. – not present
 - c. Jay and Sheila Parker – 308 Flagstone Dr. – not present
- IV. Approval of Last Meeting's Minutes**

Correction that Agenda be changed to Minutes in title of document. Bev Ridenhour made a motion to approve minutes and a 2nd by Carolyn Sanders - approved unanimously
- V. Presentation of Financial Report** – Bev Ridenhour presented the Financial Report and explained the budget. Report was approved after a motion by Leslie Crook.
- VI. Committee Reports**
 - a. **Architectural** – Paul Punt is still a member of the committee. He stated that no activity in 2024 that he knew about.
 - b. **Audit** – Leechelle Ryan stated that the Audit went well. There was one question and that was addressed.
 - c. **Landscape** – no one present and no report submitted.
 - d. **Social** – Allison Knott shared that they welcomed 3 families to the neighborhood and also hosted a 4th of July event at the park which was well attended and very positive feedback. Hope to hold more events in the future so the park can be utilized more.
- VII. Old Business**
 - a. **Governing Documents – CC&R's and By-Laws** – All documents are up to date with state laws and have been filed with both Tarrant and Johnson County.
 - b. **Erosion on Alsbury** – discussion that we need to continue to monitor the erosion along Alsbury and that the sidewalk and retaining wall continue to be safe. The Hardisty's concerned that water coming from a neighbor was affecting their yard as well as the hill. Harold Knott suggested we table this discussion for now and just monitor.
 - c. **Annual Dues increasing \$30 to \$345** – the increase is due to inflation.
 - d. **Painting of Lamp Posts** – question was raised if we could change the color of the Lamp Posts to black instead of the hunter green that had been originally on them.
 - e. **HOA Management Company** – we obtained 3 proposals for having a Property Management Company step in and run the HOA. Their prices would require more than a 10% increase in dues. Will continue as a self-run HOA for now.
- VIII. New Business**
 - a. **Landscaping of front entrance with permanent color** – Discussed different options of what could be used for permanent color with the ideas of rock, pavers, perennials or dwarf flowering evergreens. The consensus was for evergreens.
 - b. **Fine Schedule Developed and Posted on Website** – Compliant with new state laws – explained as to why we had to have this and that is where the amount of a violation would come from.

- c. **Leasing Permit for rental properties** – Explained that we have implemented a Leasing Permit for anyone that would like to rent their home. A Leasing Permit would need to be submitted along with a \$1500 fee for each contract executed.
- d. **Fence Maintenance added to CC&R's** – Discussion about adding that all homes as well as the ones that parallel Alsbury are responsible for maintaining their own fence to the same standard that the fence along Alsbury is – board on board with cap and trim and stained with Ready Seal stain in dark walnut. This would only apply to fences that can be seen from the street. Paul Holton explained that the HOA used to take care of the fence along Alsbury as a service to keep the fence all the same style and color. The HOA cannot afford to continue to do this as a service as there is no money available in the budget. This discussion was tabled for now.
- e. **Decorating Committee** – This new committee was added to be responsible for decorating the front entrance for Patriotic Holidays and Christmas. This committee will be responsible for putting up and taking down decorations as well as storing them. Lisa Frank volunteered to head this up but more volunteers would be greatly appreciated.
- f. **Committee Participation** – need a minimum of 3 on ACC according to by-laws and we could love to see at least 2 on **all** committees if not more. Would also like committees to meet regularly and report back to the board with what is happening in their committee.
- g. **Complaints about house with clutter and stuff sitting in front of house** – there is nothing in our CC&R's that addresses clutter in the front yard. Only violation is trash cans and recycle bins are to be out of sight. We would need to add other items to CC&R's in order to address this type of issue. All that can be done now is to discuss with the homeowner and see if they will clean it up on their own.
- h. **Resignations of Board Members** – their term of 1 year was up.
 - ♦ Wayne Burke – Vice-President
 - ♦ Beverly Ridenhour – Secretary
- i. **Resignations of Committee Members**
 - ♦ Cathy Veach – Social
 - ♦ Cecil Yates – Landscape

Allison Knott will continue serving on the social committee just not as chairman. Thank you Allison. Wayne Burke, who has 43 years of experience in landscape and irrigation, has stepped up to chair the Landscape Committee. Thank you Wayne!!

IX. Election of Board Member

- a. 2 positions to fill – Vice President was not filled during the meeting. Mallory Schuit was nominated by her husband Peter Schuit to serve as Secretary. Unanimous vote. Welcome Mallory!!

X. Open Discussion –

Concerns about mailboxes and the replacement by the company that initially installed them and the cost of them along with the cost of having them shipped as the company is in McKinney, TX. The description in our CC&R's is very vague so will work on providing more direction for mailboxes to continue the same look with options that are available for purchase at Home Depot or Lowes.

- XI. Adjourn** – Beverly Ridenhour made a motion to adjourn and Leechelle Ryan made a 2nd. Leslie Crook adjourned the meeting at 5:25.

Minutes submitted by: Beverly Ridenhour, secretary