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*Pecan Grove Plantation Property Owners' Association, Inc.*  
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**PECAN GROVE PROPERTY OWNERS' ASSOCIATION, INC.**  
**POA GENERAL MEETING**  
**JANUARY 16, 2024**

- I Called to order by Guy Steiger at 6:35 pm. Five board members and six guests present.
- II The minutes from the October 17, 2023 Annual Meeting and Election were presented. It was noted that three new board members were elected, Kim Hollas, Steve Lutz and Don Turner. Guy Steiger will remain in his position as President for another term.
- III **Financials** - Steve Lutz is not present due to illness. **Guy Steiger** presented. Finances are in good shape into 2024. Updates were made to the budget for 2024. Maintenance fee was increased from \$209 to 229.90 a year. We have been in a deficit for a few years which mandated the \$229.90 increase. We will be increasing the maintenance fee annually for the next 2 to 3 years until we can get to a point where we will have \$100,000 in reserve each year after all the Operating Expenses. That is our goal. Inflation along with the contract from Fort Bend Sheriff's office increase each year. No increases have been necessary for quite a few years. During the Board's monthly meetings, we look at cost-saving for items that are needed and where applicable, go out for competitive bids to try to continue offering the association same-type quality that we have in the past. Outstanding collections is another program at which we have been successful and continue to get positive results but we still have more to collect. We foresee improved cashflow leading into 2024 and beyond. Our accountants did not submit our actual December financials as their office was closed due to the in-climate weather. These updated 2023 financials will be on our POA website in the next couple days for you.
- IV **Deed Restrictions - Bryan Key.** The main violations have been trailers, stored vehicles, house painting, solar panels, yards. Residents help us by sending in violations that are confidential and help us in addressing some violations. Only a few have been noncompliant about handling their violations and several letters have been sent and then they become liable for a fee.
- V **Landscape Maintenance – Philip Pletka** Noted that some repairs have been needed such as valves, sprinkler heads and turbo heads but have decided to wait until Spring until we spend the money on those items. Last week check valves were winterized.
- VI **Community Affairs – Kim Hollas** Is working on this years Easter Egg Hunt. She has contacted Brooke Weir who handled it last year. Brooke will not be involved but will guide us with items completed plus her Excel list from last year. It appears that the best day for holding this event will be the Saturday before Easter. This will be added to our website to inform every one of the dates.

Fireworks will be held again this year. Jennifer Petty, PTA at Austin Elementary, reached out to Guy Steiger last year as they are interested in holding a Fall Festival with us. Austin Elementary and Pecan Grove Elementary also might be receptive to helping with the Easter Egg Hunt. The CIA's new board and the HOA will be meeting with our board shortly and perhaps they might be interested. In the past students who were trying to obtain service hours were contacted to volunteer. Request for volunteers will also be added to the Pecan Grove Facebook page.

- VII     **Architectural Control Committee** – Ken Bray and Cindy Cirella were present. The Board has added a new step to ACC. Now the ACC will make their review of the modification request then a final review will be made by a board ACC chair (Don Turner) for a quick review to catch any oversight on any of the ACC forms that have been presented for approval. This is a new process so a good line of ACC communication will need to be used to avoid any future confusion. The approval of any modification needs to be thoroughly reviewed so we know exactly what the homeowner wants modified to avoid any confusion on what they want approved before final approval.

A guest agreed that the ACC is a big job and more residents need to be involved. We need to add an article in our newsletter asking for people to volunteer. She suggested we really need to look at deed restrictions as well. We are actively involved in deed restrictions but there are certain rules on sending first violations notices and then second and this takes time and cannot happen immediately. Residents can help by sending deed violations they notice to the Board. These notices are anonymous.

VIII    **Old Business**

Plaques were given Frank Jarrett and Tommie Jarrett for their years of service to the Board and association.

We increased the assessment dues by 10% from \$209 to \$229.90.

We did a quick outline of our new CPA that was completing our past audits.

We talked about past-due assessment collections of homes \$1,000+ delinquent for a total of \$21,800. We are working closely with our attorneys.

We talked about our cost of conducting elections which is approximately \$5000 and how we can cut down on these costs on future elections.

IX      **New Business**

We have four policies on which the Board must vote to stay compliant with our annual 209 changes in the Texas Legislature property law updates in September of each year. Some of these policies that are brand new so we can comply. Board has reviewed and we need a vote to approve. Guy Steiger motioned; Philip Pletka seconded with Bryan Key third. All in favor.

Motion made by Guy Steiger to approve the **Bidding Policy** which we basically have been following but this formalizes it for us and future boards. Philip Pletka seconded with a third from Bryan Key. All in favor

We have a **Covenant Enforcement and Hearings Policy** which will go together with some of the guidance that will allow us to execute on going after those in assessment arrears. Guy Steiger made motion to approve the Covenant Enforcement and Hearings Policy. Don Turner seconded and Philip Pletka third. All in favor.

**Fine Levying & Enforcement Policy** is next. We are increasing our fines from \$150 to \$250. We want to make certain that we can keep up with times and the fines carry some weight to get peoples attention. Guy Steiger made a motion to approve the Fine Levying & Enforcement Policy for the Purpose of Filing in the County Real Property Records. Bryan Key seconded with the third from Don Turner. All in favor.

We will be signing and notarizing these policies and file them with the county. Since we now have new or revised policies, we are going to file that and going to update our Management Certificate with the county which outlines all our policies so when someone purchases or refinances a home, they will be provided by the Title Company which outlines all our policies for their future references. Don Turner noted that we have 21 Sections in the Plantation Section so what is in the Covenants of one section may not apply to another home in another section.

Going into 2024 we have a new budget which we intend to stick to so that we can reach our goal of a \$100,000 surplus in our funds. There is one correction which is Salary which is to be corrected from \$42,000 to \$47,000 because of an increase in salary to our office manager. Guy Steiger motioned to approve; Bryon Key seconded with Philip Pletka third. All in favor. Throughout that year should we run into an item that may make us exceed the budge we will go out for bids which we have pledged to do.

Question on why there are no amounts for Newsletter. Guy Steiger said around January of 2022 we approached Pamela Printing to let them know we could not continue printing a newsletter based on the advertising not paying for the newsletter. They suggested that Pamela Printing control all the advertising and they would print a color newsletter at no cost to us. The Board voted in favor of this.

That is, it on New Business. Guy Steiger stated that notes taken tonight about the deed restrictions being a priority are true but they can always be improved. Having a Deed Restrictions Committee is a great idea as it is always good to have people from the community involved. Most violations sent us are usually an easy fix while others need to be pursued. Other violations have been put on hold until after the holidays such as the large roosters. The question was brought up about violations of houses owned by older residents and perhaps for some reason they are unable to take care of them. Don Turner suggested that perhaps he could get a list of contractors that might be willing to help on small ticket items of a resident in need. Guy Steiger said that we must look at this very carefully beforehand so that we do not get in a position where it appears that pick certain homes and not others.

It was noted that there are still Airbnb's operating in the neighborhood. We are working with our lawyers on this issue and will be meeting with them shortly regarding this and other items.

Meeting adjourned at 7:35pm.

Guy Steiger  
Minutes Approved

January 23, 2024  
Date

