

Bayou Bend Estates HOA

Meeting Minutes

Date: March 21, 2026

Time: 10:04 a.m.

Location: Holy Trinity Episcopal Church, Dickinson, TX

1. Call to Order

Allen called the meeting to order at 10:04 a.m. He welcomed attendees and provided a brief introduction of the board.

2. Roll Call / Introductions

Board members were introduced. Homeowners were welcomed.

3. Approval of Previous Meeting Minutes

Melissa presented the May 17, 2025 meeting minutes.

- Discussion included the addition of potential new board members.
 - Melissa asked for any changes; none were noted.
 - Motion to approve was made and seconded by Krystal.
 - Minutes were approved.
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4. Purpose of the Meeting

Melissa provided an overview of:

- Current HOA status
 - Neighborhood priorities
 - Commitment to transparency and homeowner involvement
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5. HOA Status Update (Debra)

Legal & Administrative

- HOA established in 2022 (by Karam)
- Tax ID is on file
- HOA reviewed for good standing with CPA
- No prior income tax or franchise tax filings had been completed
- Accountant (Anna Doyle) hired
- Filing 4 years of taxes (2022–2025)
- Records being updated with Secretary of State
- Estimated accounting cost: \$3,200

Financials

- Balance approximately \$36 (noted as very low)
- Invoices will be mailed early summer (around June 15)
- Dues due July 31

Expenses & Budget

- Reviewed spending:
- Landscaping (~\$2,000/month)
- Utilities
- Insurance
- Noted highest expense: landscaping
- Budget reviewed; reserve balance discussed

Homeowner Questions

- Question: Will dues still be owed if previously paid at home purchase?
- Question: Will homeowners be charged for back taxes?
- Melissa clarified: No back taxes will be charged to homeowners
- Question about maintenance of empty lots

6. Legal / Property Updates (Krystal)

- Ongoing process to transfer lot deeds to HOA
- Working with legal counsel

7. Communication with Homeowners (Krystal)

- Emphasis on transparency
- HOA website available for updates and documents
- Facebook page to build community engagement
- Communication encouraged via website or email
- Email address provided to homeowners
- Melissa noted improved response times are expected
- Email updates will be sent regularly
- Homeowner asked about online payment option (under consideration)

8. Neighborhood Maintenance & Improvements (Luke & Allen)

Boat Ramp Area

- Homeowner-only access discussed
- Possible gate and lock
- Addition of picnic tables and trash cans
- General maintenance needed

Walking Path / Bridges

- Damage noted to bridges
- Nutria causing structural issues
- A homeowner volunteered to set traps to address the problem

Entrance & Landscaping

- Electrical repair needed at entrance
- Volunteers requested for landscaping
- Luke encouraged community volunteer efforts to reduce costs
- Melissa proposed a neighborhood workday — homeowners responded positively

Empty Lots

- Homeowner requested landscaping contract be posted on website
 - Question raised about enforcement/suing non-compliant lot owners
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9. Neighborhood Safety (Luke & Allen)

- Speed limit signs (25 MPH) being installed
- Discussion of ATV/UTV usage
- Reminder: report concerns or non-residents to authorities if necessary
- Clarification of HOA vs. homeowner responsibilities

Additional Safety Items

- No swimming signs
- Homeowners encouraged to contact police for safety concerns

Pest Concerns

- Nutria infestation discussed (impacting infrastructure)
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10. Architectural Review Committee (ARC)

- Laura Doherty introduced ARC process
 - Explained how homeowners can submit improvement requests
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11. Storage (Melissa)

- Discussion of storage for neighborhood holiday decorations
- Proposed storage fee: \$75

12. Homeowner Questions & Open Discussion

Topics included:

- Maintenance of empty lots
- Boat ramp location
- Construction debris/trash concerns
- Turf issues
- PID (Public Improvement District) drainage concerns
- Issue reported to the city
- Similar issues noted in nearby neighborhoods
- City is reviewing
- Suggestion to add contact information/resources to HOA website
- Request for PID clarification (Melissa explained)
- Suggestion to add FAQ section to website
- Question about voting on large expenditures
- Reserve funds discussion
- Staining issues (Karam area / dog track concerns)
- Question about construction truck access through neighborhood
- Street lights, ants, and mailbox cover concerns

13. Next Steps

- HOA meetings to be held twice per year
- Scheduled for 3rd Saturday of January and July

14. Adjournment

Motion to adjourn was made. Meeting adjourned.