

**MINUTES OF THE MONTHLY BOARD MEETING  
PHEASANT CREEK HOMEOWNERS ASSOCIATION, INC.  
December, 11, 2024**

**CALL TO ORDER**

With a quorum of Directors present, the meeting was called to order at 7:00pm. Those present are as follows Jackie Martinez, Ed Prilucik, Vicki Keller. Absent were Marylou Woods & Trish Tran. Representing Sterling ASI is Community Manager Kari Lemoine.

**MEETING AGENDA**

The agenda was reviewed by the Board and adopted as presented.

**MEETING MINUTES**

The Board reviewed the meeting minutes from the May 14, 2024 meeting. A motion was made by Jackie, seconded by Ed to approve the minutes as written.

**REVIEW FINANCIALS**

November 2024 Financial record was reviewed by the board during open meeting. 96% of HOA dues have been collected for 2024.

**OPEN FORUM & EXECUTIVE SESSION SUMMARY**

There were eight homeowners present at the meeting.

Open questions from home owners are as follows.

1. **Repainting of pedestrian crosswalks on Pheasant Creek Drive.** Ed will contact the Fort Bend County Road & bridge for this. **Update: an online request was made by Ed.**
2. **ACC urgently needed by resident.** Homeowner has ben waiting for an ACC approval for a new roof with no response. **Kari with Sterling ASI will rush this ACC through for resident.**
3. **Reserve budget.** Jackie explained how the reserve budget is used for projects.
4. **Christmas decoration contest.** Jackie explained that the contest inspection will take place on December 17, 2024 and that the judges will be some of our neighborhood school children.
5. **2025 Budget-** Ed made a motion to approve with a second from Jackie. All were in favor and the motion passed.

**NEW BUSINESS**

**Homeowner seeking an arbitration on a cease-and-desist HOA letter for fence build for account 248675.**

The board & homeowner have agreed for the resident to build a new fence under PCHOA guidelines.

All pickets must cedar and be 6 inch wide and 6 feet in length with a 2x8 rot board at base of fence. There can be no painting, staining or coloring of the fence but a clear non color wood protection spray could be used.

With no further business to come before the Board the Board adjourned the General Business Meeting at 7:25 p.m.

*A motion was made, seconded and passed unanimously to move into executive session at 7:26 p.m.*

*A motion was made, seconded and passed unanimously to move out of executive session and reconvene back to open session 7:55 p.m.*

*Resumed open session at 7:56pm*

*End HOA open meeting at 7:59pm*

*Meeting adjourned at 8:03*

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**Jackie Martinez, President**

## EXECUTIVE SESSION: “BOARD EYES ONLY”

1. The board has agreed to purchase a solar Wi-Fi camera to monitor the park and playground area. Also, to purchase the required Wi-Fi extender with mesh technology for future expansion. The camera is to be mounted on a metal pole in the park area so 24/7 monitoring can be accomplished. -On Hold
2. Sterling is working on getting three new fire extinguishers purchased and mounted.
3. Not to publish or make visual to public the “EXECUTIVE SESSION DISCUSSIONS” but to continue to list a summary in the open forum discussions.
4. Deed restrictions violations: purpose to incorporate three strikes monetary fine of up to \$100.00 a letter for continued same deed violation for the year. IE: three violation letters for the same violation within a calendar year would be \$25.00 and a 4<sup>th</sup> violation letter for the same violation in calendar year would be \$50.00 and for the 5<sup>th</sup> and each subsequent letters for same violation in calendar year would be a \$100.00 fine per each letter.
5. To limit each member a time of 3 minutes to ask the board questions. Visual timer will be used.
6. Common area lighting (Including pool equipment room) that needs repair has been completed.
7. To remove the word ‘**COLOR**’ from ACC applications FENCE COLOR/MATERIAL.  
Under Section:  
***List of materials with color and/or material samples or photos provided (check all Applicable)***
8. HOA Website update: To add “Fence Staining or Painting is prohibited”!
9. To include an explanation on our website about the WCA/ GFL garbage fee increase.

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Jackie Martinez, President