

DRAFT MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF WILLIAMSBURG SETTLEMENT MAINTENANCE ASSOCIATION, INC. - JANUARY 17, 2023

A meeting of the Board of Directors of the Williamsburg Settlement Maintenance Association, Inc. was held on Tuesday, January 17, 2023, at 6:00 P.M. at the Williamsburg Settlement clubhouse, 1602 Hoyt, Katy, Texas 77449.

ATTENDANCE

- Board Members present were Heather Colkos, Dave Ellis, Chuck O'Connor, and Bill Petry. Niki Dillon, Lance Gordon, and Shelley Morales were absent.
- Also, in attendance was Cindy B., CMCA, AMS, representing Crest Management.
- With a quorum being established, the meeting was called to order at 6:00 P.M.

SECRETARY REPORT – APPROVAL OF MINUTES

The minutes from the November 15, 2022, Board meeting were presented, and a motion was made, seconded, and unanimously carried to accept the minutes without change.

HOMEOWNER CONCERNS

There were 5 homeowners in attendance at this month's meeting. Most were there to observe, one was present on behalf of the swim team requesting to display a team and sponsorship banner at the pool. Bill Petry stated the Board would discuss this during executive session. One was a board member with MUD 62, present to discuss the idea of placing license plate camera readers at all five entrances, funded by the MUD. The Board requested more information such as cost and location of the poles to be sent to the Board for review.

COMMITTEE REPORTS

Welcoming of New Residents – Dave Ellis reported that since the report presented at the November meeting, one new resident has been added to the welcoming list and that new resident has now been visited by Nick Damian, the Welcoming Committee Chairperson. There were 34 new residents in 2022 of whom all have received a welcoming visit. A copy of the report was provided in the Board packets.

FINANCIAL REVIEW

Dave Ellis presented a report of the December 31, 2022, financials. As of this date, the money in the bank totaled \$1,010,467.76. This figure includes checking and Account Registry CDs (CDAR)s which together constitute the funds required to cover both operating expenses and the necessary reserve to fund maintenance and replacement of the Association's capital assets. The delinquency total as of December 31, 2022, was \$36,852.05.

OLD BUSINESS

Pool Slide Proposal Status – Bill Petry requested that the discussion of the possible installation of a slide at the pool be tabled until the next Board meeting when hopefully there will be a full Board present and a decision can be taken as to whether to proceed with this project.

NEW BUSINESS

Playground Mulch – Dave Ellis reported to the Board that after his quarterly playground inspection, he found that several areas needed additional mulch to add cushion for the children playing. A copy of the estimate was provided in the Board packets. After review, a motion was made, seconded, and carried to approve Champion Landscape Supplies proposal in the amount of \$1,115.

Clubhouse Cleaning – A copy of Dave Ellis' email was provided in the Board packets, discussing a renter's suggestion of contracting a professional cleaning company to clean the clubhouse regularly or periodically as required. After a discussion, Bill Petry volunteered to obtain pricing for the Board to review.

Christmas Lights Judging Protocol– Due to both Niki Dillon and Shelley Morales being absent, this discussion was tabled.

2023 Community Events – Heather Colkos addressed the Board, stating she would like to have regular events throughout the year, to encourage community togetherness. After a discussion of her ideas, the Board requested that she put together a calendar of events for the Board's review and consideration.

Removal of Dead Trees along Colonial Parkway – Bill Petry informed the Board there were seven trees that died due to the freeze. The cost to have them removed by JJ Garcia Services was \$4,950. A motion to accept this bid was made and received Board approval.

Backflow Repair Due to Freeze – Dave Ellis reported that the recent freeze had resulted in damage to the sprinkler backflow preventer at the clubhouse requiring its replacement. The landscape company had also informed him that this device does not have a shutoff valve as is now required by code. The price for this work, which has now been completed, was \$1,900.

ADJOURNMENT TO EXECUTIVE SESSION

With no further business to come before the Board, the meeting was adjourned into executive session at 6:59 P.M.

Delinquencies – Three accounts remain on the trash suspension list.

Deed Restriction Enforcement – Cindy B. reviewed the Enforcement Action Report with the Board. After review, a motion was made, seconded, and carried to approve sending account 2530319018 to the Association attorney for enforcement.

Attorney Action Report – Cindy B. reviewed the Attorney Action Report with the Board. There was no action to be taken this month.

Architectural Review Committee – A copy of the Exterior Modification Report was provided in the Board packets.

Swim Team Banner Display – The Board discussed allowing the swim team to display a banner no larger than 3' x 6'.

ADJOURNMENT

There were no homeowners present to hear a summary of the executive session. The next meeting will be held on February 21, 2023.

With no further business to come before the Board, the meeting was adjourned at 7:10 P.M.