

## **MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF WILLIAMSBURG SETTLEMENT MAINTENANCE ASSOCIATION, INC. - AUGUST 16, 2022**

A meeting of the Board of Directors of the Williamsburg Settlement Maintenance Association, Inc. was held on Tuesday, August 16, 2022, at 6:00 P.M. at the Williamsburg Settlement clubhouse, 1602 Hoyt, Katy, Texas 77449.

### **ATTENDANCE**

- Board Members present were Niki Dillon, Dave Ellis, Lance Gordon, Bill Petry, Chuck O'Connor and Shelley Morales. Heather Colkos was 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 July 19, 2022, Board meeting were presented, and a motion was made, seconded, and unanimously carried to accept the minutes without change.

### **HOMEOWNER CONCERNS**

There were nine homeowners in attendance at this month's meeting. Most were there to observe. Four were there to discuss various deed restriction violations.

### **COMMITTEE REPORTS**

Welcoming of New Residents – Dave Ellis reported that since the report presented at the June meeting, three new residents have been added to the welcoming list, and four new residents still need to be visited. A copy of the report was provided in the Board packets.

### **FINANCIAL REVIEW**

Dave Ellis presented a report of the July 31, 2022, financials. As of this date, the money in the bank totaled \$952,215.66. 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 July 31, 2022, was \$39,952.94.

### **OLD BUSINESS**

**2023 Preliminary Budget Planning** – A copy of Dave Ellis' email and pool slide handouts were provided in the Board packets. After review and discussion, a motion was made, seconded and carried to have Dave Ellis proceed with obtaining some pool slide proposals for the Board's review. The Board stated that design, size, and location would be major issues taken into consideration.

### **NEW BUSINESS**

**Approval of Crest Contract Renewal** – A copy of the renewal of the existing Crest contract, with no increase in price, was provided in the Board packets. After review, a motion was made, seconded and carried to approve the Crest Administrative Contract at \$2,500 per month.

**Extension of Phase II Re-Piping Easement Agreement with MUD 61** – A copy of the Second Amendment to the agreement with the termination date extended from August 31, 2022 to December 31, 2022 was provided in the Board packets. Bill Petry had previously reviewed the amendment via email. After the Board's review, the amendment was signed.

**Fence Replacements at Dunmore Park and Along Colonial Parkway** – Bill Petry informed the Board that there are several pickets that need to be replaced on the section of the perimeter fence that borders Dunmore Park. There is also a section of fence along Colonial Parkway that requires major work and some overhanging tree limbs that need to be trimmed along the Mason Road section between Colonial Parkway and the Earl of Dunmore entrance. Bill has obtained a proposal for this work from J.J. Garcia Tree Services which will perform these tasks for \$2,600. After a brief discussion, a motion was made, seconded and carried to approve J.J. Garcia Tree Services to perform this work.

### **ADJOURNMENT TO EXECUTIVE SESSION**

With no further business to come before the Board, the meeting was adjourned into executive session at 6:48 P.M.

**ACC Hearing for Account 2530213015** – The homeowners were present to discuss their open violation with the Board. After a discussion with the homeowners followed by an onsite visit after the meeting the Board granted a hold for 30 days to allow the homeowners adequate time to correct their violation.

**ACC Hearing for Account 2530110014** – The homeowner was present to discuss the open violation with the Board. After a discussion with the homeowner, the Board granted a hold for 30 days to allow the homeowner time to sell the home. This would then close the violation.

**Delinquencies** – Six accounts remain on the trash suspension list.

**Deed Restriction Enforcement** – Cindy B. reviewed the Enforcement Action Report with the Board. After review, the Board approved placing the one account on hold.

**Attorney Action Report** – Cindy B. reviewed the Attorney Action Report with the Board. After review, the Board approved to close the violations for account 2530103018, 2530319004, and 2530313069 for the RV violation only.

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

### **ADJOURNMENT**

There were no homeowners present to hear a summary of the executive session therefore, the next meeting will be held on September 20, 2022, at the Crest Management office.

With no further business to come before the Board, the meeting was adjourned at 7:30 PM