

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF WILLIAMSBURG SETTLEMENT MAINTENANCE ASSOCIATION, INC. - SEPTEMBER 20, 2022

A meeting of the Board of Directors of the Williamsburg Settlement Maintenance Association, Inc. was held on Tuesday, September 20, 2022, at 6:00 PM. at Crest Management's office located at 17171 Park Row, Suite 310, Houston, TX 77084.

ATTENDANCE

- Board Members present were Dave Ellis, Lance Gordon, Shelley Morales, Chuck O'Connor, and Bill Petry. Heather Colkos and Niki Dillon 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 6:02 P.M.

SECRETARY REPORT – APPROVAL OF MINUTES

The minutes from the August 16, 2022, Board meeting were presented, and a motion was made, seconded, and unanimously carried to accept the minutes without change.

HOMEOWNER CONCERNS

There were no homeowners in attendance this month's meeting.

COMMITTEE REPORTS

Welcoming of New Residents – Dave Ellis reported that since the report presented at the August meeting, two new residents have been added to the welcoming list and all of the new residents have been visited and given a welcoming gift. A copy of the report was provided in the Board packets.

FINANCIAL REVIEW

Dave Ellis presented a report of the August 31, 2022, financials. As of this date, the money in the bank totaled \$918,170.54. 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 August 31, 2022, was \$37,954.51.

OLD BUSINESS

Pool Slide Proposal Status – Dave Ellis reported that shortly before the meeting, he and Bill Petry met with Dallas Bland of Dallas Pools, the company that last replastered our pool, to seek his opinion on where such a slide could be safely installed. Dave stated that per Dallas, the only suitable location would be next to the storage and pavilion area, a point at which there is adequate space and the water depth is 4 feet. As the Board has some concern as to whether 4 feet of water depth beneath a slide gives an adequate margin of safety, Bill tabled this topic until a later time to provide opportunity to check if there are any slides in the area installed over water of this depth and if so to give time for these installations to be visited.

Fence Repairs – Bill Petry informed the Board that Juan Garcia has completed fence repairs at Dunmore Park and along Mason Road. Bill stated that Juan needed access to one owner's yard to finish making the repairs on Colonial Parkway.

NEW BUSINESS

Approval of A-Beautiful Pool Management Contract Renewal – A copy of the proposed 2023 contract was provided in the Board packets. After review, the Board requested to have sections 13 and 14 removed and replaced with verbiage from a previous contract that was approved by the Association attorneys. A-Beautiful Pools made the replacement, and the contract was provided to the Association for signature. The contract was approved in the amount of \$47,430.74.

Approval of TLC Landscaping Contract Renewal - The proposed 2023 landscaping contract was received from Texas Lawn Care and a copy was included in the Board packets. After review and discussion, a motion was made, seconded, and unanimously carried to approve the contract renewal in the amount of \$35,120.

Finalize and Approve 2023 Budget – Dave Ellis reviewed the proposed 2023 budget with the Board. He explained that to prepare the draft he had sought input from the Board members who have responsibility for each area of our expenditures and from Crest personnel for the administrative costs. He also presented the 2023 update to the reserve fund study which establishes the monthly contribution needed to be transferred to the replacement account to maintain the funds necessary to replace the Association's capital assets when they reach the end of their operational lives. After review and discussion, the 2023 proposed budget and reserve study update were approved.

Establish Assessment for 2023 Maintenance Fee - After review and discussion the Board approved maintaining the 2023 assessment rate at its current value of \$750.

ADJOURNMENT TO EXECUTIVE SESSION

With no further business to come before the Board, the meeting was adjourned into executive session at 7:32 P.M.

Delinquencies – Four 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 unanimously carried to approve sending four accounts to the Association attorney upon the next inspection if the violations have not been cured. The accounts included 2530102016, 2530105017, 2530211007, and 2530110014.

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.

ADJOURNMENT

There were no homeowners present to hear a summary of the executive session. The next meeting will be held on October 18, 2022. With no further business to come before the Board, the meeting was adjourned at 8:05 PM.