

**MINUTES OF THE
MEETING OF THE BOARD OF DIRECTORS OF
WILLIAMSBURG SETTLEMENT MAINTENANCE ASSOCIATION, INC.
MAY 21, 2024**

A meeting of the Board of Directors of the Williamsburg Settlement Maintenance Association, Inc. was held on Tuesday, May 21, 2024, at 6:00 P.M. at the Williamsburg Settlement clubhouse, 1602 Hoyt, Katy, Texas 77449.

ATTENDANCE

Board Members present were Heather Colkos, Dave Ellis, Sachie Etherington, James Kelley, Bill Petry, and Chris Schweigert. John Martin 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 6:02 P.M.

SECRETARY REPORT – APPROVAL OF MINUTES

The minutes from the April 16, 2024, Annual meeting were presented, and a motion was made, seconded, and unanimously carried to accept the minutes without change.

HOMEOWNER CONCERNS

There were five homeowners in attendance at this month's meeting to observe and discuss a deed restriction nuisance.

COMMITTEE REPORTS

Welcoming of New Residents – Sachie Etherington reported that since the report presented at the April meeting, two new residents have been added to the welcoming list.

FINANCIAL REVIEW

Dave Ellis presented a report of the April 30, 2024, financials. As of this date, the money in the bank totaled \$1,231,912.99. 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 April 30, 2024, was \$60,345.90.

OLD BUSINESS

A. Status of Ongoing Projects:

- a. Gatwick Lane and Franz Road Entrance Power Repair – Dave Ellis reported that the underground cable supplying power to the esplanade at the Gatwick entrance had failed and Donald Electric was called in to locate and repair the failure. The cost of this work was \$1,199.
- b. Replacement of Baby Pool Pump Motor – Dave Ellis reported that the baby pool pump motor had seized and ABP installed a replacement at a cost of \$605.94.
- c. Playground Equipment Power Washing and Mulch Addition – Dave Ellis stated that the playground equipment had been power washed, and new mulch will be installed tomorrow, May 22nd, by Cinco Rock at a cost of \$1,799.59.

- B. 2024 Community Events** – Heather Colkos informed the Board that the spring garage sale was such a success, that a fall garage sale will be held at a date to be determined. This year, National Night Out will be October 1st, and a date for Cookies and Cocoa with Santa has not yet been finalized.

NEW BUSINESS

- A. Status of Security Reports** – Dave Ellis informed the meeting that the HCSO contract deputy who has been preparing the monthly security statistics reports covering the MUD 61 and 62 service areas, from which the subset covering the Settlement are extracted, left the contract mid-April. Until one of the new deputies can take over this task, there will be no Settlement security reports posted.
- B. Tennis Court Drainage Complaint** – A copy of the email thread on this subject was provided in the Board packets. After a discussion, Chris Schweigert volunteered to investigate the drainage in the tennis court area and report back to the Board on any possible improvements to mitigate the flow of runoff water into adjacent homes.

- C. Landscape Maintenance along Colonial Parkway** – Bill Petry stated that while the Association does not own this strip of land, the look of the Settlement will be improved if the Association maintains it regularly. Bill stated that Texas Lawn Care would mow this area at no cost to the current contract. Upon the renewal of the contract, this area will need to be included into the renewal.
- D. Actions to Maintain Tax Exemption Status** – A copy of the email thread on this subject was provided in the Board packets. After a discussion, the Board agreed to Dave Ellis' recommendation that to move the Association closer to the requirements justifying the Settlement's tax-exempt status, the Association remove the restriction limiting rental of the clubhouse big room to Settlement residents only. This would be done by removing the restrictive wording on both the Association website and the clubhouse booking form and adding a separate non-resident paragraph to the website stating the conditions and fees that would apply to non-residents, who obviously would not be given the benefit of the heavily subsidized rental rates that Settlement residents enjoy. After some discussion, the Board set the daily non-resident rental fee for the clubhouse big room at \$500, along with a \$500 security deposit.
- E. Discussion of Noise Ordinance Bylaw** – A copy of the email thread on this subject was provided in the Board packets. After a discussion, it was stated by Cindy B. that this was an incurable violation as defined in Texas Property Code 209.006. To help alleviate the nuisance, Cindy B. stated that Crest Management could send courtesy letters to the homeowners, provided that the address of the offending residence is provided.
- F. Proposal from A-Beautiful Pools to Replace Two Deep End Pool Lights** – A copy of the proposal was provided in the Board packets. Dave Ellis stated that he will obtain an additional proposal for the Board to review and approve via email.
- G. Association Umbrella Insurance** – A copy of the email thread on this subject was provided in the Board packets. Dave Ellis stated that the renewal was a 15.7% increase from last year, Dave stated that he had questioned the broker on the size of this increase and was assured that even with this increase the carrier still has the lowest premium for the \$10M coverage that we require. A motion was made, seconded, and carried to approve the renewal in the amount of \$7,083.
- H. Fence Replacement along Bucktrout Lane** – Bill Petry stated that there was approximately 75-feet of fencing that needs to be replaced along the drainage ditch. Bill stated that he will obtain pricing for the Board's review.

ADJOURNMENT TO EXECUTIVE SESSION – With no further business to come before the Board, the meeting was adjourned into executive session at 7:44 P.M.

Denied EMR Hearing for Account 2530212057 – Homeowner and contractor was present for the hearing to address the Board. In a following review, the Board overturned the ARC Committee's denial, with an approval as submitted. The Board stated that the addition looked original to the build of the home and was structurally sound.

Delinquencies – Twelve accounts remain on the trash suspension list.

Delinquent Account Referrals to the Association Attorney for Collections – A sheet with ten delinquent accounts was provided to the Board. After a review and discussion, a motion was made, seconded, and carried to approve sending final demands to the ten delinquent accounts. Upon the 15 day expiration of the final demands, the accounts that are still delinquent will be sent over to the Association attorney for collection.

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 accounts 2530103024 and 2530212031 to the 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 provided in the Board packets was reviewed.

ADJOURNMENT

There were no homeowners present to hear a summary of the executive session. The next meeting will be held at the clubhouse on June 18, 2024.

With no further business to come before the Board, the meeting was adjourned at 8:15 P.M.