

**MINUTES OF THE
MEETING OF THE BOARD OF DIRECTORS OF
WILLIAMSBURG SETTLEMENT MAINTENANCE ASSOCIATION, INC.
JANUARY 16, 2024**

A meeting of the Board of Directors of the Williamsburg Settlement Maintenance Association, Inc. was held on Tuesday, January 16, 2024, at 6:00 P.M. at the Williamsburg Settlement clubhouse, 1602 Hoyt, Katy, Texas 77449.

ATTENDANCE

Board Members present were Dave Ellis, Sachie Etherington, Lance Gordon, James Kelley, Chuck O'Connor, and Bill Petry. 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 November 21, 2023, Board meeting were presented, and a motion was made, seconded, and unanimously carried to accept the minutes without change.

HOMEOWNER CONCERNS

There was one homeowner in attendance at this month's meeting to observe.

COMMITTEE REPORTS

Welcoming of New Residents – Sachie Etherington reported that since the report presented at the November meeting, four new residents had been added to the welcoming list. A copy of the report was provided in the Board packets.

FINANCIAL REVIEW

Dave Ellis presented a report of the December 31, 2023, financials. As of this date, the money in the bank totaled \$1,097,777.03. 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, 2023, was \$34,939.81.

OLD BUSINESS

A. Decisions approved by email vote since the last meeting:

- a. Removal of two dead palm trees on Colonial Parkway in the amount of \$900.
- b. Permission to allow the swim team to replace flagpole anchors.

B. Status of Ongoing Projects:

- a. Recreation Area Lighting Upgrade – Dave Ellis stated that the tennis court, parking lot, and basketball court lighting has been completed and, weather permitting, the project will be completed during the next two weeks.
- b. LPR Camera Installation – Dave Ellis reported that Flock Safety has received the permits from Harris County and will be conducting a pre-installation site survey on January 18th.

C. Resolution to Approve Revised Perimeter Fence Policy – A copy of the revised policy was provided in the Board packets. The revision includes the change agreed to at the November 16 meeting for the Board to certify so that the revision can be notarized and filed with the County. Dave Ellis reminded the Board that as well as some minor wording updates, this revision removes the solicitation of volunteers for fence repair working parties but continues to allow residents to perform fence repairs themselves using materials that the Association will supply. After review, a motion was made, seconded, and unanimously carried to approve the revision to the policy.

NEW BUSINESS

A. 2024 Community Events – Due to Heather Colkos absence, this topic was tabled until the next meeting.

ADJOURNMENT TO EXECUTIVE SESSION – With no further business to come before the Board, the meeting was adjourned into executive session at 6:35 P.M.

Denied EMR Hearing for Account 2530102028 – Homeowner was present for the hearing to address the Board. In a following review, the Board upheld the ARC Committee’s denial of the submitted EMR per the architectural guidelines. The Board stated any new requests would need to be submitted to the ARC Committee for its review.

Delinquencies – Four accounts remain on the trash suspension list.

Approval of Two Foreclosure Authorizations – A copy of both authorizations for accounts 2530104016 and 2530207014 were provided in the Board packets. After review and discussion, a motion was made, seconded, and unanimously carried to approve the Association attorney to move forward with filing both lawsuits.

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 2530206015, 2530212006, and 2530319003 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 February 20, 2024.

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

Dave Ellis, Secretary

Date