

**MINUTES OF THE
MEETING OF THE BOARD OF DIRECTORS OF
WILLIAMSBURG SETTLEMENT MAINTENANCE ASSOCIATION, INC.
NOVEMBER 19, 2024**

A meeting of the Board of Directors of the Williamsburg Settlement Maintenance Association, Inc. was held on Tuesday, November 19, 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, James Kelley, Bill Petry, John Martin, and Chris Schweigert. Sachie Etherington 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 October 15, 2024, Board meeting was presented, and a motion was made, seconded, and unanimously carried to accept the minutes without change.

HOMEOWNER CONCERNS

There were 4 homeowners in attendance at this month's meeting. One was present to observe, while the remaining three participated in hearings regarding denied exterior modification requests.

COMMITTEE REPORTS

Welcoming of New Residents – Heather Colkos reported that two new residents joined our community during October.

FINANCIAL REVIEW

Dave Ellis presented a report of the October 31, 2024, financials. As of this date, the money in the bank totaled \$1,009,646.92. 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 October 31, 2024, was \$49,331.76.

OLD BUSINESS

- A. Status of Christopher Wren Monument Repair** – Dave Ellis reported that Masonry Solutions is in the process of securing matching brick as its supplier no longer has this type in stock.
- B. 2024 Community Events** – Heather Colkos had no new updates to provide this month, except to announce that the judging of the Christmas Holiday Yard contest will take place from December 15th to 20th, with winners to be announced on December 21st.

NEW BUSINESS

- A. Consider and Vote on Deed Restriction Enforcement Actions** – Cindy B. presented the Enforcement Action Report to the Board. Following the review, no action was required from the Board this month.
- B. Resident Hearings**
 - a. Driveway Extension for Account 2530101013** – After careful review, the Board has unanimously approved the homeowner's request to remove the current pavers and rocks and replace them with cement to extend their driveway. The Board's approval is subject to the following conditions: Drainage: The homeowner must ensure that proper drainage is maintained. Proximity to Fence: The extension must be at least 6 inches from the fence. Driveway Configuration: The end of the extension must curve to seamlessly connect with the existing driveway.

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- b. **Fence Change for Account 2530103013** – After the Board's review, approval has been granted to retain the current fence with the following conditions: Fence Height: A 6-inch section must be removed from the top of the fence. Fence Picket Modification: The top of the fence pickets must be cut to a dog-eared style, OR the entire top section of the fence can be reduced by 8 inches with a cap installed over it. Additionally, the height of the backyard fence must be such that it is unobtrusive from the street. If after the above modifications the back fence becomes visible from the street, modifications will be required to it to bring it into compliance.

- c. **Wooden Staircase at Front for Account 2530318037** – After careful discussion and review of the application, the Board, in agreement with the ARC Committee, has decided to deny the request for the staircase installation. It was determined that the staircase does not align with the community's aesthetic standards and must be removed.

ADJOURNMENT TO EXECUTIVE SESSION – With no further business to come before the Board, the meeting was adjourned into executive session at 7:05 P.M.

Delinquencies – Six accounts remain on the trash suspension list.

The Board voted to default two payment agreements on which the residents failed to pay off their balances by the stated completion dates. These residents will not be eligible for payment agreements for 2025.

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 Board does not meet in December. The next meeting will be held at the clubhouse on January 21, 2025.

With no further business to come before the Board, the meeting was adjourned at 7:05 P.M.

Dave Ellis, Secretary

Date