

**MINUTES OF THE
MEETING OF THE BOARD OF DIRECTORS OF
WILLIAMSBURG SETTLEMENT MAINTENANCE ASSOCIATION, INC.
AUGUST 19, 2025**

A meeting of the Board of Directors of the Williamsburg Settlement Maintenance Association, Inc. was held on Tuesday, August 19, 2025, at 6:00 P.M. at the Williamsburg Settlement clubhouse, 1602 Hoyt, Katy, Texas 77449.

ATTENDANCE

Board Members present were, Dave Ellis, Sachie Etherington, James Kelley, Chris Schweigert. Heather Colkos, John Martin and Bill Petry. Also in attendance was Maggie M., CMCA, AMS, representing Crest Management.

With a quorum being established, the meeting was called to order at 6:01 P.M.

SECRETARY REPORT – APPROVAL OF MINUTES

The minutes of the July 15, 2025, meeting were presented, and a motion was made, seconded, and unanimously carried to accept the minutes without change.

HEARING REQUEST FOR ACCT. 2350105005 – ARC Fence replacement denial.

The homeowner was present and presented his request for a variance for the fence replacement, which was already installed. The homeowner did not seek approval prior to installing the fence. Several questions were asked by the board. The board voted to allow the interior fence to remain but all street facing pickets must be replaced with cedar.

HOMEOWNER CONCERNS

There were 6 homeowners in attendance at this month's meeting, including two new residents who came to meet the board. Also Billy Lowery and a contract deputy attended to support renewal of the LPR cameras discussed later.

COMMITTEE REPORTS

Welcoming of New Residents – one new resident has been added this month. Sachie Etherington reported that she or Heather Colkos will be delivering the welcoming packet shortly.

FINANCIAL REVIEW

Dave Ellis presented a report of the July 31, 2025, financials. As of this date, the money in the bank totaled \$1,212,333.71. 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, 2025, was \$51,544.03.

OLD BUSINESS

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

- a. Repair/replace bad siding on the clubhouse. This work will be done by A-Beautiful Pools at a cost not to exceed \$750. Cost will depend on whether the old siding is still usable.

B. 2025 Community Events:

- a. A Fall Yard Sale was discussed. Heather Colkos stated that this event may be coordinated by one or more residents, and they are welcome to borrow the HOA signage that they have used in the past.
- b. Sachie Etherington informed the board that National Night Out preparations are well in hand for the Tuesday, October 7, 2025 event.

NEW BUSINESS

- A. Preliminary Planning for Next Month's 2026 Budget Meeting** - Dave Ellis summarized the progress to date in collecting the cost information that will be included in the budget to be presented at the September 16 budget meeting. All the major contractors have been contacted and are in the process of preparing their respective 2026 cost data.

One major question is whether the 2026 budget should include the renewal of the Flock License Plate Reading (LPR) cameras at the five entrances to our subdivision. Bill Lowery, who manages the HCSO patrols of our subdivision, and a contract deputy were at the meeting and gave an informative review of how these cameras had been used during the last two years to apprehend suspects, and in the usefulness of these devices in reducing crime within our boundaries. A motion stating the board's intent to renew the LPR camera system when the

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current contract expires in January 2026 was made and approved.

Another major input to the budget is the amount that must be transferred each month into the reserve account to provide adequate funding for replacing items of our infrastructure when they reach the end of their lives. The required contribution is computed using our annually updated reserve study. Dave reminded the board of the changes he had proposed at the July meeting, which have now been incorporated, and of the results of the clubhouse area concrete and perimeter fence inspections. These two reserve study components have a large influence on the required contribution, so the inspections were to reassess the condition and projected remaining lives and replacement costs of each.

At the July meeting, there was a discussion of the desirability and financial viability of replacing high visibility sections of our perimeter fence when the time comes for their replacement, with a type of composite fencing (perhaps simulated stone?). Dave obtained budgetary costs for four different fence types from two contractors and ran the reserve study using a couple of these to show the additional annual maintenance fee impact per residence if used on Franz Road and Colonial Parkway only, or with Mason Road and the Franz Plaza sections also included. After a lot of discussion on the pros and cons of this type of fencing, as well as the cost penalty that would be incurred, the board voted not to proceed in this direction and to remain with cedar fencing for the foreseeable future.

- B. Consider and Vote on Upgrade to Pool Drinking Fountain** - The board reviewed the proposal to replace the pool drinking fountain with one that included the bottle filling feature. After discussion a motion not to approve this expense was made and approved.
- C. Approval of 2026 Landscape Management Contract** - A copy of the Texas Lawn Care 2026 contract renewal had been distributed to the board members by email prior to the meeting. A motion was made, seconded, and carried to approve the 2026 contract renewal in the amount of \$40,675.
- D. Consider and Vote on Deed Restriction Enforcement Actions** – Maggie M. reviewed the Enforcement Action Report with the board. After review, a motion was made, seconded, and carried to approve sending the following accounts to the attorney for enforcement.
- 2530102019** – Define flowerbeds and tree wells by weeding and to remove brick border where a tree used to be.
 - 2530102010** – submit EMR for approval of fence replacement
 - 2530102009** – Store tire and other items out of public view
 - 2530102001** – resubmit for denied fence installation
 - 2530213027** – Submit EMR for approval of fence replacement
 - 2530317007** – Resod lawn where bare
 - 2530105024** – Comply by removing 2x4 across top of fence
 - 2530102025** – Resod lawn were bare
 - 2530102029** – Submit EMR for approval of new roof
 - 2530318037** – Store trailer out of public view
 - 2530318037** – Store inoperable vehicle out of public view
 - 2530318024** – Submit EMR for approval of fence replacement
 - 2530212030** – Fence replacement denied, please resubmit or remove to original

ADJOURNMENT TO EXECUTIVE SESSION – With no further business to come before the board, the meeting was adjourned into executive session at 7:15 P.M.

Attorney Actions – Maggie M. reviewed the Attorney Action Report with the board. There was no action to be taken this month.

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Delinquencies – Twelve accounts are on the trash suspension list.

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 September 16, 2025.

With no further business to come before the board, the meeting was adjourned at 8:37 P.M.

Dave Ellis, Secretary

Date