

**MINUTES OF THE
MEETING OF THE BOARD OF DIRECTORS OF
WILLIAMSBURG SETTLEMENT MAINTENANCE ASSOCIATION, INC.
NOVEMBER 17, 2020**

A meeting of the Board of Directors of the Williamsburg Settlement Maintenance Association, Inc. was held on Tuesday, November 17, 2020 at 5:30 P.M. at the Williamsburg Settlement clubhouse, 1602 Hoyt, Katy, Texas 77449.

ATTENDANCE

Board Members present were Dave Ellis, Jim Calvert, CO Holt, Bill Petry, Michael Wood, James Kelley, and Chris Cox.

Also, in attendance was Cindy Bojé representing Crest Management.

With a quorum being established, the meeting was called to order at 5:30 P.M.

SECRETARY REPORT – APPROVAL OF MINUTES

The minutes of the October 20, 2020 Board Meeting were presented, and a motion was made, seconded, and unanimously carried to accept the minutes without change.

HOMEOWNER CONCERNS

One homeowner was present to observe the meeting. He inquired about the pipes being installed along Colonial Parkway and was told that this is part of the waterline re-piping project being handled by MUD 61.

COMMITTEE REPORTS

Welcoming of New Residents – Michael Wood reported that the committee is actively greeting new residents working off the backlog that built up during the COVID-19 crisis. He showed those present the gift being given to the new homeowners when they are visited. He reported that there were four new homeowners in October and three in November.

Security – James Kelley recommended that the project to consider the installation of license plate reading cameras at our entrances be tabled as there are many controversial issues associated with such a system that would need to be overcome before they would be welcomed into our community. And as responsibility for subdivision security is being funded by both MUD 61 and 62 and managed by MUD 61 it has been decided that continued HOA involvement is not adding value so will be terminated and the Security Committee disbanded.

Communications – Chris Cox reported that he has been working on items that he will send out to the Committee for review.

FINANCIAL REVIEW

Dave Ellis presented a report of the October 31, 2020 financials. As of this date, the money in the bank totaled \$703,144.61. This figure includes checking, money market accounts and CD's which are 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, 2020 was \$16,664.59.

OLD BUSINESS

Decisions taken by email vote since the last meeting

- a) Approval to Terminate Remaining HOA Involvement in Security Activities.
- b) Approval of Addition to Pool Re-plastering Contract in the amount of \$3,773.50.
- c) Repair of Fence Damage caused by Traffic Accident in the amount of \$550.

A motion was made, seconded, and unanimously carried to ratify the above items voted on by the Board outside of a Board meeting.

Big Room Lighting Project Status – Chris Cox reported that the lighting project and the beam inspection have been divided into two separate projects so that the beam inspection won't further delay installation of the new lighting, which hopefully could be completed before the end of the year.

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Donald Electric will be contacted and an updated quote obtained for the Board to review.

Pool Re-Plastering Project Status – Dave Ellis reported that the project is proceeding as planned. The baby pool was drained, the plaster surface sanded down to smooth the surface and then acid washed and refilled. The leak detection has been performed on the main pool and three leaks were identified. These will be repaired during the re-plastering. One will require work not covered in the contract and will cost the Association an additional \$800 to \$1200 depending on the solution. The Board approved this additional expenditure. Dave reported that the main pool would be drained on Friday November 20 with the preparation for the re-plastering following immediately.

NEW BUSINESS

Consideration of Diving Board Replacement versus Repair – Copies of the proposals from A-Beautiful to repair the current diving board and that from Pools by Dallas for a complete replacement were provided in the Board packets. After review and a discussion, a motion was made, seconded and carried to approve the Pools by Dallas proposal to replace the diving board in the amount of \$12,500.

Criteria for when Clubhouse Rentals can Resume – The Board discussed the criteria for when clubhouse rentals might resume. After much discussion it was agreed that this cannot safely happen until the Harris County COVID-19 threat level has reduced to Moderate, Level 3. At this point the Board will review the situation and establish the safety protocol that will need to be implemented for the protection of both the residents and the Association.

Brick Border Installation at Bruton Park Lane and Franz Road – Bill Petry informed the Board that the esplanade at the Bruton Park entrance from Franz Road does not have a brick landscape bed border as have the other three entrances. He recommended that the Board consider installing one so that the four entrances with esplanades can be uniform. The Board agreed and Bill was requested to obtain proposals for its review.

Consideration of a Traffic Barrier Bordering the Association Fence across from Elrod Road

Due to the number of times the Association fence along Franz road has been demolished by drivers travelling south on Elrod road and failing to stop at the intersection, the Board approved CO Holt contacting the County to explore the installation of some form of traffic barrier along that section of fence.

ADJOURNMENT TO EXECUTIVE SESSION – With no further business to come before the Board, the meeting was adjourned into executive session at 6:29 P.M.

Delinquencies – Three accounts remain on the trash suspension list.

Deed Restriction Enforcement – Jim Calvert reviewed the Enforcement Action Report with the Board. There was no action to be taken this month.

Attorney Action Report – Jim Calvert reviewed the Attorney Action Report with the Board. There was no action to be taken this month.

Authorizations to File a Lawsuit for Judicial Foreclosure – Cindy Bojé provided a copy of the authorizations in the board packets. After a review, the Board approved to move forward with litigation for accounts 2530317002, 2530213015, and 2530103024.

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 on January 19, 2021.

With no further business to come before the Board, the meeting was adjourned at 6:35 P.M

Dave Ellis, Secretary

Date