

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

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

**ATTENDANCE**

Board Members present were Dave Ellis, James Kelley, Bill Petry, Sachie Etherington, and John Martin. Heather Colkos and Chris Schweigert were 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 June 18, 2024, Board meeting was presented, and a motion was made, seconded, and unanimously carried to accept the minutes without change.

**HOMEOWNER CONCERNS**

There were two homeowners in attendance at this month's meeting, one to observe and one to discuss trash collection issues.

**COMMITTEE REPORTS**

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

**FINANCIAL REVIEW**

Dave Ellis presented a report of the June 30, 2024, financials. As of this date, the money in the bank totaled \$1,144,028.80. 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 June 30, 2024, was \$49,319.21.

**OLD BUSINESS**

- A. Discussion on Possible Expansion of Clubhouse Car Park** – Bill Petry stated that he was continuing to solicit proposals for the Board's review.
- B. 2024 Community Events** – Sachie Etherington stated she had nothing new to report.

**NEW BUSINESS**

- A. Hurricane Beryl Damage** – A copy of Dave Ellis' email with proposed repairs due to Hurricane Beryl was provided in the Board packets. The damage included fences that need to be replaced along Wetherburn. Old Town Katy Fence had provided a proposal for this replacement at a cost of \$5,364 which had been approved by email vote prior to the meeting. Dave Ellis presented a proposal from J. Nicholas Construction to fix the two tennis court fence issues. After a discussion, a motion was made, seconded, and carried to approve the proposal in the amount of \$3,900. The Board discussed the small tennis court shade canopy replacement which would cost \$799 + tax and delivery. The Board agreed to include the canopy in the insurance claim for replacement. Bill Petry stated there is an additional 150-feet of fencing that had blown down at the end of Durfey. The cost from Old Town Katy Fence for this totaled \$5,400. A motion was made, seconded, and carried to approve this fence replacement proposal. Additionally, Bill Petry stated that Juan Garcia will remove the tree trunk that was blown onto the tennis court fence for \$200. A motion was made, seconded, and carried to approve the cost of removal.
- B. Preliminary Planning for September Budget Meeting** – A copy of Dave Ellis' email with potential projects for consideration in 2025 was provided in the Board packets. The Board reviewed the items earmarked per the reserve study that was completed by Association Reserves in 2019. After a review and discussion, the Board stated they

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would conduct inspections of the items listed, but the preliminary consensus was that these replacements could probably be delayed past 2025. Additionally, the Board reviewed a proposal from Association Reserves to conduct a follow-up to its 2019 reserve study but decided that another Study at this time would be of little benefit.

- C. One Creek West Solicitation for Inputs on Area Sidewalk Improvements** – As part of the Katy East Community Plan, Judith McGlaughlin invited inputs from our Association on the provision of additional sidewalks in the area around our subdivision. As John Martin has some knowledge of where additional sidewalks might be useful for Morton Ranch students, he volunteered to handle this request on behalf of our Association and will be the point-of-contact on this subject.

**ADJOURNMENT TO EXECUTIVE SESSION** – With no further business to come before the Board, the meeting was adjourned into executive session at 6:52 P.M.

**Delinquencies** – Seven accounts remain on the trash suspension list.

**Deed Restriction Enforcement** –As the Board had made the decision to cancel this month’s inspection due to Beryl, there was no inspection report to review this month.

**Attorney Action Report** – There was no updated report to review 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 August 20, 2024.

With no further business to come before the Board, the meeting was adjourned at 6:54 P.M.

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Dave Ellis, Secretary

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Date