

**MINUTES OF THE  
MEETING OF THE BOARD OF DIRECTORS OF  
WILLIAMSBURG SETTLEMENT MAINTENANCE ASSOCIATION, INC.  
NOVEMBER 18, 2025**

A meeting of the Board of Directors of the Williamsburg Settlement Maintenance Association, Inc. was held on Tuesday, November 18, 2025, at 6:00 P.M. at the Williamsburg Settlement clubhouse, 1602 Hoyt, Katy, Texas 77449.

**ATTENDANCE**

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

With a quorum being established, the meeting was called to order at 6:00 PM.

**SECRETARY REPORT – APPROVAL OF MINUTES**

The minutes of the October 21, 2025, meeting were presented, and a motion was made, seconded, and unanimously carried to accept the minutes without change.

**HOMEOWNER CONCERNS**

6 homeowners were present. The meeting was also attended by two representatives from Blue Stream Fiber who gave a presentation on their company's approach to providing high-speed internet access as a utility that would be managed by the HOA.

**RESIDENT HEARING** – Acct. 2530207011 – Denied Exterior Modification Request for Hardi Planking over brick wall. The Board has requested additional information from the owner regarding inspection and the report provided.

**COMMITTEE REPORTS**

**Welcoming of New Residents** – There was one addition to the new resident report this month.

**FINANCIAL REVIEW**

Dave Ellis presented a report of October 31, 2025, financials. As of this date, the money in the bank totaled \$1,115,122.11. 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, was \$53,874.73.

**OLD BUSINESS**

**A. Decisions approved by email vote and/or expenses incurred since the last meeting:**

- a. 1906 Abby Aldrich Fence Replacement by JJ Garcia for a total cost of \$3,550.
- b. 1815 and 1819 Crutchfield Fence Replacement by Amazing Fence for a total cost to the Association of \$3,779. This was 50% of the total cost, the other 50% being paid by the owner of the Little Builders school with whom this section of the fence is shared.
- c. Texas lawn Care Sprinkler Repair for a total cost of \$683.
- d. We hang Christmas Lights – 2025 Christmas lights replacement at our four entrance monuments for a total cost of \$1,250.
- e. A Beautiful Pools for required repairs in the pool pump room for a total cost of \$565.19.

**B. Status of ongoing Projects:**

- a. Perimeter Fence Repairs – Sachie Etherington gave the board a handout summarizing the results of her November inspection. This included the responses by the homeowners who received letters last month, as well as a report on some fence sections that have concerns which will need to be monitored for future remedial action. Crest will be sending deed restriction follow up letters to residents who have not responded to the initial letters. The next full inspection is scheduled for May 2026.

**C. 2025 Community Events:** This year's Cookies & Cocoa with Santa will be held on December 21, 2025, starting at 7:00pm.

**NEW BUSINESS**

- A. Consider and Vote on the Approval of Sweetwater 2026 Pool Management Contract** - a motion was made, seconded, and unanimously carried to accept the 2026 Sweetwater Pool Management contract, the 2026 cost for which is \$53,147.72.

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- B. Consider and Vote on the Approval of Revised Clubhouse Rental Procedure** – As the approved Sweetwater contract includes the management of pool parties, the Clubhouse and Pool Rental Procedure has been revised to remove reference to pool rentals. A motion to accept this revision was made, seconded, and unanimously carried.
- C. Discussion on Alternative Voting Procedure for April Member Meeting** –Tabled to discuss at a later time, no action was taken.
- D. Consider and Vote on Policy to Move to 4” X 6” Posts on Perimeter Fence Replacements** – To extend the life of replaced sections of the perimeter fence, a motion to approve moving from 4” X 4” to 4” X 6” posts was made, seconded, and unanimously carried.
- E. 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.

**2530102010** – Comply by grinding down tree stumps at front

**2530207010** – Fence EMR denial, please resubmit new application with modifications.

**2530207014** – Comply by removing landscape boarder or replace missing landscape.

**2530318037** – Store inoperable vehicle out of public view – gray BMW

**2530318037** – Store miscellaneous items out of public view.

**2530207019**– Trim your trees to a well-manicured condition and to be at minimum 8 feet above the sidewalk and driveway.

**ADJOURNMENT TO EXECUTIVE SESSION** – With no further business to come before the board, the meeting was adjourned into executive session at 7:50 P.M.

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

**Delinquencies** – Nine accounts are on the trash suspension list.

**Architectural Review Committee** – A copy of the Exterior Modification Report provided in the board packets was reviewed.

**Blue Stream Fiber Proposal** – The board discussed the information that had been presented by the Bue Stream Fiber representatives earlier in the meeting. After due consideration the decision was made that this is not something that would be in the best interest of the majority of our residents and therefore will not be pursued.

**ADJOURNMENT**

There were no homeowners present to hear a summary of the executive session.  
The next meeting will be held at the clubhouse on January 20, 2026.

With no further business to come before the board, the meeting was adjourned at 8:00 P.M.

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Dave Ellis, Secretary

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Date