

**MINUTES OF THE
MEETING OF THE BOARD OF DIRECTORS OF
WILLIAMSBURG SETTLEMENT MAINTENANCE ASSOCIATION, INC.
JANUARY 20, 2026**

A meeting of the Board of Directors of the Williamsburg Settlement Maintenance Association, Inc. was held on Tuesday, January 20, 2026, at 6:00 P.M. at the Williamsburg Settlement clubhouse, 1602 Hoyt, Katy, Texas 77449.

ATTENDANCE

Board Members present were Dave Ellis, Sachie Etherington, John Martin, Bill Petry, and Chris Schweigert. Heather Colkos and James Kelley were 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 November 18, 2025, meeting were presented, and a motion was made, seconded, and unanimously carried to accept the minutes without change.

HOMEOWNER CONCERNS

One homeowner, and a local general contractor who described the services he could offer the Association, were present.

COMMITTEE REPORTS

Welcoming of New Residents – All new residents have received the welcoming packets.

FINANCIAL REVIEW

Dave Ellis presented a report of December 31, 2025, financials. As of this date, the money in the bank totaled \$1,255,208. 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 \$54,126.53.

OLD BUSINESS

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

- a. Several Backflow prevent repairs by Texas Lawn Care for a total cost of \$605
- b. Pool Fence repairs by Texas Fence for a total cost of \$1,200.
- c. Punchlist items for the pool by Sweetwater Pools for a total cost of \$2,214.

B. 2026 Community Events: No updates at this time.

NEW BUSINESS

- A. Consider and Vote on the Approval of the Updated Perimeter Fence Specifications** - a motion was made, seconded, and unanimously carried to accept the Updated Perimeter Fence Specifications as presented.
- B. Contracts expiring in 2026** - a motion was made, seconded, and unanimously carried to accept the Cypress Creek 2026 Mosquito contract for a two-year term. Also discussed was the trash contract which is due to expire on June 30, 2026. The Board wishes to go out to bid for services. Bid selection will begin in April.
- C. Discussion on and Vote on 2026 Legal Representation** – a motion was made, seconded, and unanimously carried to accept the Agreement with Roberts Markel Weinberg Butler Hailey PC.
- 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:

2530101018, 2530101017, 2530316007, 2530101023, 2530318037, 2530207019, 2530207019, 2530213019, 2530212047, 25302110072530211015. Also approved to send to the attorney in May 2026 if they do not comply by April 1, 2026, **acct. 2530102025.**

ADJOURNMENT TO EXECUTIVE SESSION – With no further business to come before the board, the meeting was adjourned into executive session at 7:00 P.M.

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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.

ADJOURNMENT

There were no homeowners present to hear a summary of the executive session.
The next meeting will be held at the clubhouse on February 17, 2026.

With no further business to come before the board, the meeting was adjourned at 7:20 P.M.

Dave Ellis, Secretary

Date