

**MINUTES OF THE  
MEETING OF THE BOARD OF DIRECTORS OF  
WILLIAMSBURG SETTLEMENT MAINTENANCE ASSOCIATION, INC.  
FEBRUARY 17, 2026**

A meeting of the Board of Directors of the Williamsburg Settlement Maintenance Association, Inc. was held on Tuesday, February 17, 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, Heather Colkos and James Kelley. 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 January 20, 2026, meeting were presented, and a motion was made, seconded, and unanimously carried to accept the minutes without change.

**HOMEOWNER CONCERNS**

Two homeowner were present.

**COMMITTEE REPORTS**

**Welcoming of New Residents** – All new residents have received the welcoming packets, except the newest one added just prior to the meeting.

**FINANCIAL REVIEW**

Dave Ellis presented a report of January 31, 2026, financials. As of this date, the money in the bank totaled \$1,515,623.38. 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 January 31, 2026, was \$177,279.79.

**OLD BUSINESS ,**

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

a. Approval for repairs to the pool tiles and coping by Sweetwater Pools at a cost of \$5,593.

**B. 2026 Community Events:** Several events were discussed, April 4<sup>th</sup>, Easter event and coffee social, March 28 & 29<sup>th</sup> Community wide garage sale, and a possible chili cook off and a partnership with several residents to host a wild game grill night.

**NEW BUSINESS**

**A. Consider and Vote on the Approval of the Annual Meeting Notice** - a motion was made, seconded, and unanimously carried to accept the meeting notice, proxy/directed ballot, and 2026 pool memo as presented.

**B. Discussion on Draft Trash Collection RFP** - a motion was made, seconded, and unanimously carried to accept the RFP as presented. Management will present bids at the May 2026 Meeting.

**C. Perimeter Fence Issues:**

a. John Martin reported on the bids he had received to replace the section of the fence bordering 22119 Bucktrout that had blown down in a recent windstorm. A motion was made, seconded, and carried to approve the bid received from JJ Garcia at a cost of \$3,450.

b. Sachie Etherington reported on her Spring inspection of the fence including some required repairs that will be handled by John Martin.

c. Ongoing responsibilities for the perimeter fence maintenance were discussed. As the fence is aging and will require more work in the next few years, Bill Petry will hand over responsibility for routine inspections to Sachie Etherington, and for repairs and replacements to John Martin. Bill will continue to be responsible for landscaping and tree maintenance.

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**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:

**2530207011, 2530207019, 2530212047, and 2530211018.**

**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.

**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 March 17, 2026.

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

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Dave Ellis, Secretary

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Date