

Sky Lakes Section II
Successor Building Committee
P.O. Box 2018
Waller, TX 77484-2018
www.skylakes.com

BUILDING COMMITTEE MONTHLY MEETING MINUTES – April 25, 2022

1. **CALL TO ORDER:** The meeting was called to order at 6:20 p.m. at the Branyan residence.
- **ROLL CALL: Present -**
 - Bob Branyan – President
 - Shane Crawford – Vice President
 - Kyle Stone – Vice President
 - Kim Jones – Secretary
 - Natalie McKnight - Treasurer
2. **QUORUM ESTABLISHED:** The Sky Lakes Section II Building Committee established quorum at 6:20 p.m.
3. **APPROVAL OF PRIOR MEETING MINUTES:** The meeting minutes from March 2022 were approved. Natalie McKnight motioned to approve the minutes; Shane Crawford seconded the motion. Meeting minutes were provided to all building committee members prior to the meeting and will be posted to the Sky Lakes Section II FB page and to www.skylakes.com.
4. **REVIEW MARCH 2022 TREASURER’S REPORT:**
 - a. Beginning balance as of January 1, 2022: \$3,963.42
 - b. Credits – 2022 maintenance fees: \$8,240.50
 - c. Expenses YTD: \$810.89
 - d. Ending balance/checking: \$11,393.03
 - e. Reserves/savings (as of March 2022) \$25,556.43Natalie McKnight motioned to approve the Treasurer’s report, Shane Crawford seconded the motion.
5. **PROVIDE UPDATE ON MAINTENANCE FEE COLLECTION AND ARREARS:** \$1,925.13 in outstanding maintenance fees due as of March 31, 2022 (ten past due accounts). The attorney-provided arrears letter will be sent to one property owner in extended arrears.
6. **REVIEW CONSTRUCTION PROPOSALS OR REQUESTS SUBMITTED BY PROPERTY OWNERS:** Construction plans were presented for a new home. Based on deed restriction requirements shared, the owner will revise plans and resubmit prior to moving forward.
7. **PROVIDE UPDATE ON DEED RESTRICTION VIOLATIONS:** A deed restriction letter provided by our attorney was presented for review, will be finalized and sent to one property owner.
8. **DISCUSS/REVIEW ANY EMAILS AND/OR COMPLAINTS:** No email or other complaints were received during this period. Two resale certificates were provided for home sales/refinance purposes.
9. **ATTORNEY UPDATES & INFORMATION:** No attorney updates or attorney exchanges occurred during the month.
10. **REPORT PROGRESS ON CULVERT-TO-CULVERT & REAR DRAINAGE PROJECT:** According to the County, all front drainage work has been completed with the exception of lots on Divot where work will be coordinated with the rear drainage project on the green space property. Follow up is required for parts of Kitty Hawk where front drainage has not been addressed. Rear drainage work is pending approval signature from the owner of the green space. The crew plans to access only the green space property for rear drainage work.

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11. **NEW BUSINESS:** Deposit funds were returned from rental of the Waller County Community Center for 2022's Annual Meeting and taxes were filed for 2021.
12. **NEXT MEETING DATE:** The Sky Lakes Section II Building Committee will meet again on Monday, May 23, 2022 at 6:00 p.m., Branyan residence.

The board meeting adjourned at 7:20 p.m. Kyle Stone motioned to adjourn; Shane Crawford seconded the motion.