

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

BUILDING COMMITTEE MONTHLY MEETING MINUTES

Meeting Minutes: August 14, 2023

1. **CALL TO ORDER:** The meeting was called to order at 6:00 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
 - Property Owners (2)
2. **QUORUM ESTABLISHED:** The Sky Lakes Section II Building Committee established quorum at 6:00 p.m.
3. **APPROVAL OF PRIOR MEETING MINUTES:** The meeting minutes from June 2023 were approved. Natalie McKnight motioned to approve the minutes; Shane Crawford seconded the motion. Minutes from June 2023 were provided to all building committee members via email prior to the meeting and will be posted to the Sky Lakes Section II FB page and to www.skylakes.com.
4. **JUNE 30, 2023 TREASURER’S REPORT:**
 - a. Beginning balance as of January 1, 2023: \$10,897.62
 - b. Credits – 2023 maintenance fees: \$5,900.00
 - c. Expenses YTD: \$8,003.69
 - d. Ending balance/checking: \$8,793.93
 - e. Reserves/savings (as of June 30, 2023): \$28,203.43
5. **JULY 31, 2023 TREASURER’S REPORT:**
 - a. Beginning balance as of January 1, 2023: \$10,897.62
 - b. Credits – 2023 maintenance fees: \$5,900.00
 - c. Expenses YTD: \$8,419.62
 - d. Ending balance/checking: \$8,378.00

e. Reserves/savings (as of June 30, 2023): \$28,203.43
Shane Crawford motioned to approve the treasurer’s report; Natalie McKnight seconded the motion.
6. **DISCUSS ANY CONSTRUCTION PROPOSALS:** Submission for concrete work was submitted and approved per drawing specifications. Any additional modifications must be submitted for approval. A second request for modifications to an existing structure made via email was approved during the meeting.
7. **REVIEW DEED RESTRICTION VIOLATIONS:** A letter citing violations was sent to one property owner with a 45-day notice to remedy violations.
8. **NEW EMAIL COMMUNICATIONS & ACTIONS:** Two emails were addressed, one of which was a structure modification request that was approved by the committee.
9. **ATTORNEY UPDATES:** Legal input sought from attorney on one matter.
10. **MAINTENANCE FEES/ARREARS REPORT:** 6 accounts remain in arrears totaling \$619. The committee will consider collection options in the next meeting.

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- 11. REAR DRAINAGE PROJECT WITH WALLER COUNTY:** The Sky Lakes water board is working to release Waller County in the event water lines are damaged during drainage work. This agreement must be completed before work can begin.
- 12. 2023 PROJECTS/ANNUAL DOCUMENTATION:** Several of the attorney-recommended documents/actions are in process, as well as 2023 project initiatives. Updates will be provided in September.
- 13. NEW BUSINESS:** Speeding concerns in the neighborhood were raised. The committee will determine the best steps to address concerns, discourage speeding and communicate with residents.
- 14. NEXT MEETING DATE:** The Sky Lakes Section II Building Committee will meet again on Monday, September 18, 2023 at 6:00 p.m. at the Branyan residence.

The board meeting adjourned at 7:28 p.m. Natalie McKnight motioned to adjourn; Bob Branyan seconded the motion.