

**Sky Lakes Section II**  
**Successor Building Committee**  
P.O. Box 2018  
Waller, TX 77484-2018  
[www.skylakes.com](http://www.skylakes.com)

**BUILDING COMMITTEE MONTHLY MEETING MINUTES**

Meeting Minutes: March 27, 2023

1. **CALL TO ORDER:** The meeting was called to order at 6:29 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 6:29 p.m.
3. **APPROVAL OF PRIOR MEETING MINUTES:** The meeting minutes from February 2023 were approved. Natalie McKnight motioned to approve minutes; Kim Jones seconded the motion. Minutes from February 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](http://www.skylakes.com).
4. **FEBRUARY 2023 TREASURER’S REPORT:**
  - a. Beginning balance as of January 1, 2023: \$10,897.62
  - b. Credits – 2023 maintenance fees: \$4,714.29
  - c. Expenses YTD: \$548.40
  - d. Ending balance/checking: \$15,063.51
  - e. Reserves/savings (as of December 31, 2022): \$25,610.54Shane Crawford motioned to approve the treasurer’s report; Kyle Stone seconded the motion.
5. **DISCUSS NEW CONSTRUCTION PROPOSALS:** One new construction proposal was presented and approved. Email and formal approvals will be sent to the requesting property owner.
6. **REVIEW DEED RESTRICTION VIOLATIONS:** Mowing violations were reviewed; 2 letters will be sent to property owners currently in violation.
7. **DISCUSS NEW EMAIL COMMUNICATIONS:** One email concern was received; the matter is under review and pending further advisement.
8. **ATTORNEY UPDATES:** No attorney updates reported for this period.
9. **UPDATE/APPROVAL ON REAR DRAINAGE PROJECT:** Waller County approval form will be provided to green space owners for signature prior to submission to Roads and Bridges. Proposal will then be presented at a future Commissioners Court for approval and scheduling.
10. **PRIORITIZE AND ASSIGN ACTION ITEMS/INITIATIVES DISCUSSED DURING ANNUAL MEETING:** Action items to be reviewed during the April 2023 meeting.
11. **NEW BUSINESS:** Arrears letters for maintenance fees will be sent to all owners for collection. It was motioned that the committee transfer \$2500 from the savings account to the checking account. The motion was seconded and carried.
12. **NEXT MEETING DATE:** The Sky Lakes Section II Monthly Committee will meet again on Monday, April 17, 2023 at 6:00 p.m., Branyan residence.

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The board meeting adjourned at 7:47 p.m. Natalie McKnight motioned to adjourn; Shane Crawford seconded the motion.