

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

BUILDING COMMITTEE MONTHLY MEETING MINUTES – May 23, 2022

1. **CALL TO ORDER:** The meeting was called to order at 6:06 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 6:06 p.m.
3. **APPROVAL OF PRIOR MEETING MINUTES:** The meeting minutes from April 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 APRIL 2022 TREASURER'S REPORT:**
 - a. Beginning balance as of January 1, 2022: \$3,963.42
 - b. Credits – 2022 maintenance fees: \$9,193.61
 - c. Credit – Deposit Return/Community Center: \$100.00
 - d. Expenses YTD: \$1,845.63
 - e. Ending balance/checking: \$11,411.40
 - f. 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:** \$942.65 in outstanding maintenance fees were due as of April 30, 2022 (5 past due accounts). The attorney-provided arrears letter will be sent to two property owners in extended arrears.
6. **REVIEW CONSTRUCTION PROPOSALS OR REQUESTS SUBMITTED BY PROPERTY OWNERS:** A revised construction plan was presented that complies with deed restriction requirements. Owner will submit final construction and septic plans as well as culvert permit information.
7. **PROVIDE UPDATE ON DEED RESTRICTION VIOLATIONS:** A certified letter for deed restriction violations was sent to one homeowner in May 2022. Copies sent via USPS and to attorney.
8. **DISCUSS/REVIEW ANY EMAILS AND/OR COMPLAINTS:** No email or other complaints were received during this period. Three requests were processed for home sale/refinance purposes.
9. **ATTORNEY UPDATES & INFORMATION:** No attorney updates or attorney exchanges occurred during this period.
10. **REPORT PROGRESS ON CULVERT-TO-CULVERT & REAR DRAINAGE PROJECT:** Follow-up with Waller County is required for next steps and plans.
11. **NEW BUSINESS:** The committee is obtaining quote information for general liability insurance policy renewal costs. Current streetlights and associated costs were discussed. Research to begin on options to replace or enhance existing lighting with more cost and energy efficient lighting.

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12. NEXT MEETING DATE: The Sky Lakes Section II Building Committee will meet again on Monday, June 27, 2022 at 6:00 p.m., Branyan residence.

The board meeting adjourned at 7:27 p.m. Shane Crawford motioned to adjourn; Natalie McKnight seconded the motion.