

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: November 14, 2022

1. **CALL TO ORDER:** The meeting was called to order at 6:07 p.m. at the Branyan residence.
- **ROLL CALL: Present -**
 - Bob Branyan – President
 - Shane Crawford – Vice President
 - Kyle Stone – Vice President
 - Natalie McKnight – Treasurer
 - Mike Best – Property Owner
 - Tam Manis – Property Owner
2. **QUORUM ESTABLISHED:** The Sky Lakes Section II Building Committee established quorum at 6:07 p.m.
3. **APPROVAL OF PRIOR MEETING MINUTES:** The meeting minutes from October 17, 2022 were approved. Shane Crawford motioned to approve the minutes; Kyle Stone seconded the motion. Meeting minutes from October 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. **REVIEW OCTOBER 2022 TREASURER’S REPORT:**
 - a. Beginning balance as of January 1, 2022: \$3,963.42
 - b. Credits – 2022 maintenance fees: \$10,698.99
 - c. Expenses YTD: \$6,694.93
 - d. Ending balance/checking: \$7,967.48
 - e. Reserves/savings (as of September 30, 2022): \$25,576.25
 - f. Delinquencies/past due invoices (0): \$0.00

Shane Crawford motioned to approve the Treasurer’s Report, Bob Branyan seconded the motion.
5. **PROVIDE UPDATE ON MAINTENANCE FEE COLLECTION AND ARREARS:** *All maintenance fees have been collected and arrears resolved for 2022. There is a zero balance for property maintenance fees due.*
6. **REVIEW/DISCUSS CONSTRUCTION PROPOSALS OR REQUESTS:** The building committee did not receive any construction proposals or requests.
7. **PROVIDE UPDATE ON DEED RESTRICTION VIOLATIONS:** Property owners with excessive grass/weed growth were mailed violation notice(s). Property owner(s) in violation have since either mowed or hired lawn service to remedy violations.
8. **DISCUSS EMAILS AND/OR COMPLAINTS:** The building committee received a complaint/concern to which the committee addressed by providing awareness to the property owner. Owner has agreed to address complaint within days. Follow-up confirmation will be made.
9. **ATTORNEY UPDATES:** Sky Lakes Section II has been engaged in an over ten year long lawsuit. During 2022, the lawsuit was settled, and our attorney has provided a disposition letter that will be shared with all property owners in a December 2022 mailing. The attorney’s letter

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will be included with the 2023 maintenance fee invoices and annual meeting notice for January 2023.

- 10. REPORT PROGRESS ON CULVERT-TO-CULVERT DRAINAGE PROJECT:** The building committee did not receive any updates from Waller County Roads & Bridges.
- 11. NEW BUSINESS:** The following items were discussed.
 - a. **Annual Meeting 2023:** The building committee discussed the upcoming annual property owners' meeting that will take place in January 2023. The meeting will be held at the Hockley Community Center and will be on January 23, 2023.
 - b. **Maintenance Fee Billing:** The 2023 maintenance fees will be rendered in December 2022. Natalie McKnight to prepare statements.
- 12. NEXT MEETING DATE:** The Sky Lakes Section II Monthly Building Committee will meet again on Monday, December 19, 2022, at 6:00 p.m., Branyan residence.

The board meeting adjourned at 6:37 p.m. Natalie McKnight motioned to adjourn; Bob Branyan seconded the motion.