

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

BUILDING COMMITTEE MONTHLY MEETING MINUTES – October 17, 2022

1. **CALL TO ORDER:** The meeting was called to order at 6:13 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 6:13 p.m.
3. **APPROVE MEETING MINUTES FROM AUGUST 2022:** The meeting minutes from August 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 AUGUST 2022 TREASURER'S REPORT:**
 - a. Beginning balance as of January 2022: \$3,963.42
 - b. Credits – 2022 maintenance fees: \$10,180.84
 - c. Credit – Deposit Return/Community Center: \$100.00
 - d. Expenses YTD: \$6,233.86
 - e. Ending balance/checking: \$8,010.40
 - f. Reserves/savings (as of June 2022) \$25,562.94
5. **REVIEW SEPTEMBER 2022 TREASURER'S REPORT:**
 - a. Beginning balance as of January 2022: \$3,963.42
 - b. Credits – 2022 maintenance fees: \$10,455.91
 - c. Credit – Deposit Return/Community Center: \$100.00
 - d. Expenses YTD: \$6,437.84
 - e. Ending balance/checking: \$8,081.49
 - f. Reserves/savings (as of June 2022) \$25,576.25
6. **PROVIDE UPDATE ON MAINTENANCE FEE COLLECTION & ARREARS:** *All maintenance fees have been collected and arrears resolved for 2022. There is a zero balance for property maintenance fees due.*
7. **EVALUATE NEW CONSTRUCTION/MODIFICATIONS SUBMITTED:** Four proposals were received for modifications and/or construction. All were reviewed and requests for additional information were made where necessary. Approved submissions were communicated via email, then by formalized letter to the property owner(s).
8. **REVIEW AND DISCUSS DEED RESTRICTION VIOLATION(S):** Lots with excessive grass/weed growth in violation of deed restrictions were identified (Deed Restrictions, Section 6 b.). Owners will be contacted to request mowing.
9. **DISCUSS NEW EMAIL ISSUES/AND/OR COMPLAINTS:** One issue raised by a property owner; building committee took necessary action to seek resolution.

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- 10. ATTORNEY UPDATES:** Attorney letters used to cite deed restriction violations and arrears/past due maintenance fee collections now require the building committee to provide the property owner 45-days to resolve issues (previously a 35-day resolution requirement).
- 11. REVIEW UPDATES ON DRAINAGE PROJECT:** Waller County Roads and Bridges has completed all work deemed necessary in the Sky Lakes Section II culvert to culvert drainage project. Signatures are being obtained from interested parties to submit to Waller County Commissioners Court to secure approve for rear drainage work (on green space property where needed).
- 12. NEW BUSINESS:** No new business matters were discussed.
- 13. NEXT MEETING DATE:** The Sky Lakes Section II Building Committee will meet again on Monday, November 14, 2022, at 6:00 p.m., Branyan residence.

The board meeting adjourned at 8:10 p.m. Bob Branyan motioned to adjourn; Kyle Stone seconded the motion.