

**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: September 27, 2021

1. **CALL TO ORDER:** The meeting was called to order at 6:14 p.m. at the Branyan residence.
- **ROLL CALL: Present -**
  - Bob Branyan – President
  - Shane Crawford – Vice President
  - Kim Jones - Secretary
  - Natalie McKnight – Treasurer
  - Ivis Courtney – Lot owner
2. **QUORUM ESTABLISHED:** The Sky Lakes Section II Building Committee established quorum at 6:14 p.m.
3. **APPROVAL OF PRIOR MEETING MINUTES:** The meeting minutes from August 30, 2021 were approved. Natalie McKnight motioned to approve the minutes; Bob Branyan seconded the motion. Meeting minutes from August 2021 were provided to all building committee members before the meeting and will be posted to the Sky Lakes Section II FB page and [www.skylakes.com](http://www.skylakes.com)
4. **REVIEW AUGUST 2021 TREASURER'S REPORT:**
  - a. Beginning balance as of January 1, 2021: \$4,855.63
  - b. Credits – 2021 maintenance fees: \$ 7,908.15
  - c. Expenses YTD: \$6,879.51
  - d. Ending balance/checking: \$5,884.27
  - e. Reserves/savings (as of June 30, 2021): \$25,537.25
  - f. Delinquencies/past due invoices (4): \$596.57

Natalie McKnight motioned to approve the Treasurer's Report; Bob Branyan seconded the motion.
5. **PROVIDE UPDATE ON MAINTENANCE FEE COLLECTION AND ARREARS:**

Overdue maintenance fees have dropped to \$596.57 and reflect four past due invoices. The treasurer continues to request full payment from each owner in arrears monthly.
6. **REVIEW/DISCUSS CONSTRUCTION PROPOSALS OR REQUESTS:** A lot owner requested deed restrictions from Sky Lakes Section II as well as county-required forms to request construction of a new home. The survey, floor plan, septic and permitting will need to be submitted to the building committee before any construction can begin. The owner agreed to the requirement for a 75% brick exterior, construction of at least a one-car garage, and at least an 1800 square foot home constructed on a lot that does not back into the green space. The 1800 sf requirement must reflect air-conditioned space per the deed restrictions. Construction is scheduled to begin in Q1 2022. The building committee will provide deed restrictions, culvert permit form, and a construction checklist to the lot owner, as well as contact information for Waller County.

A patio cover drawing and rendering were submitted for building committee approval. The building committee determined that the county would be contacted to determine whether a

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

building permit or other approvals would be required by Waller County before approving this request.

Deed restrictions and electronic consent letters will be delivered to new homeowners after recent sales on Kitty Hawk and Birdie.

7. **PROVIDE UPDATE ON DEED RESTRICTION VIOLATIONS/ACTIONS:** An ongoing violation has been addressed and resolution is expected on or before October 8, 2021.
8. **DISCUSS EMAILS AND/OR COMPLAINTS:** Concerns raised regarding mowing frequency for the green space property were addressed and acknowledged by the property owner. An issue was raised regarding standing water on an empty lot, as well as debris accumulation on that lot. A request for removal of the debris and a resolution to the standing water will be communicated to the lot owner.
9. **ATTORNEY UPDATES:** According to the deed restrictions, our attorney has advised that the Sky Lakes Section II Building Committee *does not have* jurisdiction over the maintenance of the unrestricted green space property. While letters or requests for maintenance can be made by the building committee, without an obligation or duty it cannot be mandated that the owner maintain the green space/former golf course property.
10. **REPORT PROGRESS ON CULVERT-TO-CULVERT DRAINAGE PROJECT:** The county engineer's office shared that four streets have taken grade. All paperwork is in order to continue the drainage work. Road work in the county is prioritized ahead of our project by the Roads and Bridges department. Digging has begun in the Club/Sandtrap/Birdie/Bunker area. The Gradall and laser equipment will ensure that ditches are dug for optimum drainage.
11. **NEW BUSINESS:** It was recommended that the barbecue cookoff be postponed until the spring, pending community interest. Regarding garage sales, there are no coordinated neighborhood garage sales planned by the building committee at this time. It is recommended that homeowners plan and manage any garage sales individually.
12. **NEXT MEETING DATE:** The Sky Lakes Section II Monthly Building Committee will meet again on Monday, October 25, 2021, at 6:00 p.m., Branyan residence.

The board meeting adjourned at 7:55 p.m. Natalie McKnight motioned to adjourn; Kim Jones seconded the motion.