

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: June 17, 2024

1. **CALL TO ORDER:** The meeting was called to order at 6:03 p.m. at the Branyan residence.
 - **ROLL CALL: Present –**
 - Bob Branyan – President
 - Shane Crawford – Vice President
 - Natalie McKnight – Treasurer
2. **QUORUM ESTABLISHED:** The Sky Lakes Section II Building Committee reached quorum at 6:03 p.m.
3. **APPROVE PRIOR MEETING MINUTES:** The meeting minutes from the April 2024 meeting were approved. Shane Crawford motioned to approve the minutes; Bob Branyan seconded the motion.
4. **REVIEW/APPROVE APRIL/MAY 2024 TREASURER’S REPORTS:**
 - April 2024**
 - a. Credits (Maintenance fees collected): \$8,712.22
 - b. Expenses YTD: \$1,120.38
 - c. Ending balance/checking: \$14,734.39
 - d. Reserves/savings (as of March 31, 2024) \$28,352.43

May 2024

- a. Credits (Maintenance fees collected): \$9,096.12
 - b. Expenses YTD: \$2,520.40
 - c. Ending balance/checking: \$13,718.27
 - d. Reserves/savings (as of March 31, 2024) \$28,352.43

Shane Crawford motioned to approve the treasurer’s report; Natalie McKnight seconded the motion.
5. **DISCUSS NEW CONSTRUCTION PROPOSALS:** Two construction proposals were reviewed and approved by the committee in accordance with deed restrictions. Decision information will be shared with property owners via email followed by formal letters with signature approvals.

REVIEW DEED RESTRICTION VIOLATIONS (ongoing and new): The Board members discussed mowing violations. Violation notices will be sent to property owners in violation of restrictions.

Storm/tornado damage assessments are in progress. Owners will be notified of necessary repairs with a request to complete all repairs by September 2024. This includes structural repairs (e.g., homes/siding, sheds, roofs, etc.), as well as downed trees and debris. This is all in accordance with deed restrictions. Storm debris remaining on the green space property will also be addressed separately with its owners.

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6. **NEW EMAIL COMMUNICATIONS & ACTIONS:** The Board did not receive any new email communications from property owners.
7. **ATTORNEY UPDATES:** The Board did not receive updates from the attorney regarding deed restriction violations that were turned over. The Board will follow up with the attorney and request a status update, in addition to clarification on the party responsible for collection of fines.
8. **MAINTENANCE FEES COLLECTED 2024 & 2023:** Formal collection efforts for 2023 fees are in process (one account). Past due letters for the 2024 fees that were due on 01/31/24 are being sent to property owners in arrears monthly. The Board sent past due notices on 06/17/24 (seven accounts).
9. **UPDATES ON REAR DRAINAGE/SPEEDING DETERRENTS (Waller County):** Remaining rear drainage work is pending favorable weather conditions. The County stated that it will go to the property line on Divot and create a swale directing water flow to the creek. The Board will contact the owner of a section of Divot to secure approvals for drainage work as needed.

The County Engineer has retained a firm to address special projects, one of which includes potential methods to reduce speeding in Sky Lakes Section II. The timing for that assessment is late June/early July 2024.

10. **2024 PROJECTS** – No updates for this period.
11. **NEW BUSINESS:** The Board executed a document accepting Kyle Stone's resignation from the Board and voted unanimously to elect Cindy Kosik to fill the remaining portion of Kyle's term (all recorded per deed restrictions).

The Board reviewed quotes and opted to renew its current insurance policy, with an additional million-dollar defense policy with AIA Insurance Agency. The policy period is from June 24, 2024 to June 24, 2025. There was a cost reduction of \$195.27 from the 2023 through 2024 policy.

The Board meeting adjourned at 7:08 p.m. Natalie McKnight motioned to adjourn; Shane Crawford seconded the motion.