

**MINUTES OF THE BOARD OF DIRECTORS MEETING  
TWIN OAKS VILLAGE COMMUNITY ASSOCIATION, INC.  
February 23, 2015  
11201 Lake Woodbridge  
Sugar Land, Texas 77498**

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**CALL TO ORDER AND ADOPT AGENDA**

A quorum having been established, Mr. Tice called the meeting to order at 7:00 p.m. Board members in attendance were Rob Tice, President and Brian Planz, Secretary. Also, in attendance, Jason Mathers, Monarch Landscaping, Ry Reid, PCAM, CMCA, AMS and Nanci Flores, representing Sterling ASI.

ABSENT: Paula Urban, Vice President/Treasurer

Mr. Planz made a motion to accept the agenda, second by Mr. Tice.

**COMMUNITY FORUM**

No residents were present.

**OLD BUSINESS**

The Board reviewed proposal from Vendor for a Renovation of the Twin Oaks Landscaping, Pool Replastering and Fountain Renovation.

- a. Pool Replastering
  - (1) Aquatico Pools: \$32,146.59
  - (2) Bratton Pools: \$27,282.12
- b. NetBox Upgrade for pool gate. \$3,892.14.
  - (1) The Board reviewed proposal 8820 to replace the hardware and software for the pool gate. Mr Planz made a motion to approve \$3,892.14 for the gate hardware/software. Mr. Tice second and the Board approved.
- c. Fountain Renovation
  - (1) Houston Fountain and Pond: \$36,485.
  - (2) JR D Construction: \$42,616.75
    - (a) The Board tabled this proposal until the March 26, 2015 Meeting.

The Board selected Bratton Pools to replaster the pool and wader pool. Mr. Planz made a motion to approve \$27,282.12 to replaster the pool and the wader pool. Mr. Tice second and the Board approved.

- d. Landscape Renovation.
  - (1) Irrigation Repairs (WO #6915. Replace Controllers 5, 6 and 10 \$3,365.00.
    - (a) Mr. Planz made a motion to approve \$3,365.00 to replace Controllers 5, 6 and 10. Mr. Tice second and the Board approved.
  - (2) Irrigation Repairs (WO #6568). Controller 1, 3, 7, 8, 9, and 11.
    - (a) Mr. Planz made a motion to approve \$9,357.76 in irrigation repairs. Mr. Tice second and the Board approved.
  - (3) Tree Trimming (WO #6628). \$8,299.17 to trim 176 Trees.
    - (a) Mr. Planz made a motion to approve \$8,299.17 for trimming 176 trees. Mr. Tice second and the Board approved.
  - (4) Neighborhood Entries Landscaping (WO #6756). \$4,357.40.
    - (a) Mr. Planz made a motion to approve \$4,357.40 for neighborhood entries renovation. Mr. Tice second and the Board approved.
  - (5) Redo Mulch Rings around property (WO #6728). \$3,984.78.
    - (a) Mr. Planz made a motion to approve \$3,984.78 to redo the mulch rings throughout the community. Mr. Tice second and the Board approved.
  - (6) Renovation of Orchid Ridge Entrance landscaping (WO #6532) \$7,458.90.
    - (a) Mr. Planz made a motion to approve \$7,458.90 to renovate the landscaping at the Orchid Ridge entrance. Mr. Tice second and the Board approved.
  - (7) Deep Root Tree Fertilize (WO #6625) \$5,906.20.
    - (a) The Board reviewed this proposal and asked that the 22 Hollies at the Splash Park not be included in this proposal. Mr. Planz made a motion to approve \$5,280.446 to deep root fertilize 132 Yellowing Pines and 54 Red Oaks. Mr. Tice second and the Board approved.

The Board reviewed Electrical Repairs from Fuller Electric.

- (1) Fuller Electrical, Fountain Vault: \$3,707.84.
  - (a) The Board reviewed the cost to replace electrical repairs and non-working corroded parts. Install two time clocks, one 60amp panel with breaker, two GFI outlets, one

- gutter, one exhaust fan and one starter for fountain motor. Mr. Planz made a motion to approve \$3,707.84 for electrical repairs. Mr. Tice second and the Board approved.
- (2) Fuller Electrical, Above Ground Service. \$3,244.40. Repalce panel, gutter and two time clocks. Mr. Planz made a motion to approve \$3,244.40 in electrical repairs and Mr. Tice second and the Board approved.

The Board adjoured at 10:15 and to convene the February 23, 2015 Board meeting on March 26<sup>th</sup>, 2015 same location at 6:30pm.

#### **CALL TO ORDER AND ADOPT AGENDA**

A quorum having been established, Mr. Tice called the meeting to order at 6:30 p.m. Board members in attendance were Rob Tice, President, Ms. Paula Urban, Vice President/Treas and Brian Planz, Secretary. Also, in attendance was Ry Reid, PCAM, CMCA, AMS representing Sterling ASI.

The Board reviewed pool maintenance proposals from City Maintenance, Nicholson Construction and McKenna Construction.

- (1) The Board chose City Maintenance to perform the pool house and fence maintenance at a cost of \$6,493.00. The Board did request that Mr. Reid go back to City Maintenance and ask for a proposal to replace the window screens. Mr. Planz made a motion to approve \$6,493.99 for the Pool House and Fence maintenance. Ms. Urban second and the Board approved.

The Board reviewed proposals from Monarch Landscape for the following:

- (1) Removal of Large Oak Tree at Branford Park and grind stump (WO #6627) at a cost of \$1,461.30.
- (2) Butterfly Irises at Ravens Call (WO #6553) cost of \$341.64.
- (3) Pool Area Enhancements (WO #6731) cost of \$1,188.57
- (4) Orchid Ridge Trail North Setback (WO #6751) cost of \$7,667.91.
- (5) Branford Park (WO #6746) cost of \$3,481.07.
- (6) Branford Park (WO #6748) cost of \$3,170.74.
- (7) Branford Park (WO#6749) cost of \$2,189.52.
- (8) Branford Park (WO #6750) cost of \$936.46.
- (9) Highland Oaks Island Proposal (WO #6552) \$2,267.86.
- (10) Orchid Ridge Trail North Setback (WO #6753) cost \$9,015.25
- (11) Orchid Ridge Trail North Set Back (WO #6754) cost \$7,091.00.

#### **EXECUTIVE SESSION**

The Board convened into Executive Session at 7:35.

The Board reviewed the Attorney Status Report for the Month of February 2015.

The Board adjourned from Executive Session back to the General Meeting at 7:46 pm.

The next Board Meeting will be March 26, 2015, 6:30pm at 11201 Lake Woodbridge, Sugar Land, Texas 77498.

With no further business to come before the Board, Ms. Urban moved that the meeting be properly adjourned at 7:47 pm; with Mr. Planz second and the motion passed unanimously.

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Brian Planz, Secretary