TWIN OAKS COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES

DATE:	February 28, 2023
PLACE:	16225 Park Ten Place, Suite 260, Houston TX 77084
ATTENDING:	Robert Tice, President Jessica Kennedy, Vice President Sylvie Elmer, Treasurer Sonyan Stephens, Secretary Kim Moore, C.I.A. Services, Inc. Evan Ducote, C.I.A. Services, Inc.
ABSENT:	Danny Handshoe, Director

With quorum duly established and notice properly given, President Tice called the board meeting to order at 6:02 p.m.

A MOTION PASSED to adopt the agenda as presented (Motion – Elmer; 2nd – Tice; Unanimous)

HEARINGS BEFORE THE BOARD

The hearing for T0501004 regarding violation 6284 was called to order at 6:02 p.m. and the owner was present. Owner petitioned board to allow her to replace the 20 or so pickets that the stain would not remove and leave the rest. The hearing was adjourned at 6:13 p.m.

The hearing for T1401050 regarding violation 6628 was called to order at 6:14 p.m. and the owner was present. Owner petitioned board to be allowed to keep parking his Church's van at the property. The hearing adjourned at 6:28 p.m.

OPEN SESSION

Recap Decisions Made in Executive Session – The following decisions were made during executive session;

A MOTION PASSED to allow owner T0501004 to replace the 20 or so fence pickets on the section that the stain would not come off (violation 6284) (Motion – Elmer; 2nd – Stephens; Unanimous).

A MOTION PASSED to deny the requested parking variance for T1401050 regarding violation 6628 and advise owner he will need to park Church's van elsewhere (Motion – Elmer; 2nd – Tice; Unanimous).

Open Forum Discussions – None

Guest - John Rocha and Sam Miskimhns from Monarch Landscaping were present to discuss several landscaping proposals with the Board of Directors. Board would like a separate proposal for the remediation of the standing water in several areas that are not draining well, as well as a proposal to do a class 2 pruning of the trees at the pool. Monarch will submit a proposal to replant the freeze damaged plants at the hill of Lassiter Hollow Park. Monarch will ensure the landscape proposal for Branford Park includes the back area off Poplar Canyon along with the trimming of one Oak at this park as well.

MINUTES, MEETINGS & DECISIONS

Ratify Decisions Between Meetings - Below are the decision made since the last Board meeting:

1. A decision was made to approve J&J's proposal for $2,150.00 to replace the hardie siding on the ceiling of the pool restrooms that will include installing 3 access panels.
2. A decision was made to perform emergency leak repairs in both pool restrooms at an approximate cost of $2,000.00. Actual cost ended up being $3,563.34.

A MOTION PASSED to approve the above-mentioned decisions since the last Board meeting (Motion – Elmer; 2nd – Kennedy; Unanimous).

OPEN SESSION

The open session was called to order and a verbal recap of all executive session decisions was given and is as indicated below.

A MOTION PASSED to approve sending a last chance deed restriction letter for violations [3179] (Motion – Tice; 2nd – Elmer; Unanimous).

A MOTION PASSED to approve a lawsuit for T1402001 for delinquent account balance (Motion – Tice; 2nd – Kennedy; Unanimous).

A MOTION PASSED to approve filing a Deed Restriction lawsuit for violations 1125, 1270, 1245, 1569, 1570, 557 and 262 (Motion – Kennedy; 2nd – Tice; Unanimous).

A MOTION PASSED to approve a 6-month extension for T1101033 for violation 6624 (Motion – Tice; 2nd – Stephens; Unanimous).

A MOTION PASSED to deny an exception for T0202043 for violation 6196 and advise owner that the flag brackets can be removed from the tree (Motion – Elmer; 2nd – Tice; Unanimous).

A MOTION PASSED to deny T0604001 regarding violation 6386 and ask the owner to remove the plumbing vehicle from view (Motion – Kennedy; 2nd – Elmer; Unanimous).

A MOTION PASSED to deny the second request by owner T0801039 regarding violation 4370 for a variance to keep the white rocks in the landscape beds (Motion – Stephens; 2nd – Elmer; Unanimous).

A MOTION PASSED to approve the variance request for T0202007 regarding violation 4807 and allow the black front door (Motion – Elmer; 2nd – Stephens; Unanimous).

A MOTION PASSED to approve the purchase of a $50 gift card to assist T0604064 in fixing their gate/post next to Association fencing (Motion – Tice; 2nd – Elmer; Unanimous).

With no further business to come before the board, the open meeting adjourned at 10:10 p.m.

Prepared by: Kim Moore

Kim Moore
C.I.A. Services, Inc.

Approved at the 03-28-23 meeting of the Board of Directors.

Approved by:_____
Secretary