

**MINUTES OF THE BOARD OF DIRECTORS MEETING
TWIN OAKS VILLAGE CAI, INC.
May 16, 2016
11201 Lake Woodbridge
Sugar Land, TX 77498**

CALL TO ORDER AND ADOPT AGENDA

A quorum having been established, Mr. Tice called the meeting to order at 6:30p.m. Board members in attendance were Rob Tice, President, Paula Urban, Vice President/Treasurer, Sonyan Stephens, Secretary, Brian Planz, Director and Max Olguin, Director. Also, in attendance, Sussan Martinez, CMCA, AMS representing Sterling ASI.

Ms. Urban made a motion to accept the agenda, second by Mr. Olguin, all in favor, motion carried.

COMMUNITY FORUM

No homeowners in attendance for community forum

MINUTES REVIEW

The March 21, 2016 minutes were reviewed by the board. With the grammatical corrections noted by the Board, Mr. Planz made a motion to approve the minutes, Ms. Stephens seconded the motion, all in favor, motion carried.

FINANCIAL REVIEW

The March and April 2016 Financials were reviewed by the Board. The Board questioned the following on the balance sheet: what comprised the prepaid Expenses of \$37,687.29, Pool Security Deposits of \$2,000 and the P/M Prepaid of \$8,280.13. Management will get with accounting for answers on what these amounts are comprised of. As of April 30, 2016 there was \$643,110.56 in the operating accounts for Twin Oaks Village. There was \$414,470.29 in the reserve accounts and \$220,358.23 outstanding in receivables. The budget allocation per month is \$63,029

OLD BUSINESS

Pool Furniture Inventory/Replacement: Mr. Tice talked about what he had researched on the types of pool furniture and types, costs and color. It was determined that Mr. Tice will purchase 32 sling chairs from Costco, 12 sling lounge chairs from Costco and a bid would be obtained from Trident for 8 Cordova 48 inch round pedestal tables (charcoal) and 9 mini atlantics tables 20 in x 20 in (charcoal), management will request the bid asap and the board will vote on line.

Fountains: Currently the pump for the fountains is on order and should be installed next week.

Fabrication of Vault Door for Foundation: still looking for a vendor for this job.

Replace lighting at the pool: management is working on getting updated bids for the lighting at the pool and monument signs. The monuments sign on Orchid Ridge were supposed to be fixed by Taco Bell construction.

Splash pad area work that needs to be done: Mr. Planz made a motion to approve to have Property Services do the work for this area in the amount of \$8,975.00. Ms. Urban seconded the motion, all in favor, motion carried.

NEW BUSINESS

Deep root fertilization for the pine trees: management presented a bid to the board from Monarch to have all of the yellowing pine trees in the community roots fertilized; this will help with coloring and growth. Mr. Olguin made a

motion to accept the proposal as submitted, Mr. Planz seconded the motion, all in favor, motion carried.

Concrete Panels: Mr. Olguin brought up the concrete panel walls surrounding the community and asked for this project to be put back on the table for consideration moving forward. Management was asked to find out if the old bids were still on file and who did the first part of the work.

Clarification on fence responsibilities, owner's vs association: management asked for clarification as to which fences belonged to whom. The association is responsible for maintaining the fences that face the main streets in the community, they are the ones with the caps and rot boards. All neighbor fences and fences that back up the pipeline easements belong to the owners.

No Dumping signs: Ms. Stephens asked management to get pricing on simple no dumping signs for some of the community's dead end streets.

EXECUTIVE SESSION

The Board adjourned to Executive Session at 7:22pm.

- a. Attorney Status Report: this report was provided to the Board, no action taken at this time
- b. Delinquencies: Board reviewed no additional action at this time
- c. Deed Restriction Violations; Board reviewed, none at this time.

At 8:37 pm the Board adjourned from Executive Session and entered into General Business.

The next Board Meeting will be March 24, 2016 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 8:52 pm; with Mr. Planz second and the motion passed unanimously.

Sonyan Stephens, Secretary