

September 28, 2018

Town Park Community Improvement Association, Inc.

Dear Homeowner:

The Annual Meeting for the Town Park Community Improvement Association, Inc. has been scheduled for Monday, October 15, 2018 at 7:00 P.M. The meeting will be conducted at the Zelma Hutsell Elementary School Cafeteria located at 5360 Franz Road, Katy, Texas 77493.

The agenda for the meeting will be as follows:

- (A) Call to Order
- (B) Verification of Quorum
- (C) Reading of Minutes of Preceding Meeting
- (D) President's Report
- (E) Treasurer's Report
- (F) Election of Directors
- (G) Homeowner Discussion
- (H) Adjournment

There will be one (1) position available for a three-year term. Town Park C.I.A. current board member, Robert Williams will be running for re-election. If you are interested in running for this position, please submit your request in writing providing your name, address, telephone number and email address via one of the following means: Email - drivera@mascapi.com, Fax - 713-776-1777, Mail - Town Park Community Improvement Association, Inc., c/o MASC Austin Properties, Inc., 945 Eldridge Road, Sugar Land, TX 77478.

Please complete the enclosed Proxy/Absentee Ballot and return to the office of MASC Austin Properties, Inc. The Proxy/Absentee Ballot should be mailed, faxed or emailed in time to reach our office no later than Friday, October 12, 2018. Your attendance at the meeting will void any proxy on record. By mailing the Proxy/Absentee Ballot in advance, you will be assured a voice in the event something unforeseen prevents your attendance.

In the event a quorum is not attained at the annual meeting, there will be a meeting of the Board of Directors immediately following at which time an Absentee Ballot Election will be completed.

Please note that a proxy (Option 2 and Option 3) does not constitute an absentee ballot and should the Absentee Ballot Election occur, no vote will be cast on your behalf if your proxy has been assigned to another member.

If you have any questions or if there are any issues you wish to have discussed, please contact my office at (713) 776-1771. Only agenda items will be addressed.

Respectfully,

David Rivera, Property Manager
MASC Austin Properties, Inc.

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