

**MINUTES OF THE BOARD OF DIRECTORS MEETING
TWIN OAKS VILLAGE COMMUNITY ASSOCIATION, INC.**

**October 29, 2014
11201 Lake Woodbridge
Sugar Land, Texas 77498**

CALL TO ORDER AND ADOPT AGENDA

A quorum having been established, Mr. Tice called the meeting to order at 6:38 p.m. Board members in attendance were Rob Tice, President, Paula Urban, Vice President/Treasurer and Brian Planz, Secretary. Also in attendance w Ry Reid, PCAM, CMCA, AMS and Nanci Flores, representing Sterling ASI.

MEETING MINUTES REVIEW

The Board reviewed the September 25, 2014 Board Minutes. Ms. Urban made a motion to approve the minutes as corrected and Mr. Planz second and the Board approved.

EXECUTIVE SESSION

The Board convened into Executive Session at 6:51.

The Board discussed with a resident a \$50.00 Deed Restriction Fines for trash cans being out prior to collection day. Stating they have always paid their assessments on time and requested the Board waive the \$50.00 fee.

The Board spoke with a resident concerning fines they had received for parking a commercial vehicle in the community. They stated they do not have any place to store the vehicle but have since remove the vehicle from the community. They requested the Board waive the fines of \$175.00.00

The Board spoke with a resident concerning an ACC Application for permanent driveway extension on both sides of the driveway. This application was previously denied by the ACC Committee. The resident presented information on how the extensions would be installed and the materials that would be used.

The Board convened back into the General Business session at 8:25

FINANCIAL REPORT

The Financial report for September 2014 was reviewed.

OLD BUSINESS

Pool Gate Equipment – Tabled.

Fall Festival – Ms. Urban turned in her receipts for expenses for the Fall Festival. The Board requested that Sterling contact Daisy and Boy to see if they are available for the 2015 Spring Festival, May 16th from 11am until 2pm and also for the Fall Festival on October 24th from 6pm until 8pm. The Board would also like to have a 3ft height and 6 ft. wide banner made, double sided. Also, need 4 double sided Spring Festival signs and 3 Fall Festival Signs and order 5 metal frames for the signs. Need to have the website placed at the bottom of the banner and bottom of the spring and Fall Signs.

Landscape Contract – The Board requested that Sterling seek proposals for the Landscape Contract.

NEW BUSINESS

Proposals:

Monument and Pavilion Power Wash

The Board review two bids for this project, Property Services proposed \$1,200.00 and McKenna Construction Bid \$990.00. Each proposal is prior to taxes. Ms. Urban made a motion to accept McKenna Construction bid for \$990.00, Mr. Planz second and the Board approved.

Splash Park Wrought Iron Fence Removal

The Board reviewed three proposals to remove the deteriorating wrought iron fence around the front of the splash park. McKenna Construction, \$800.00; Property Services \$1,800.00 and Nicholson Brothers Construction \$2,512.00. Mr. Planz made a motion to accept the McKenna Construction proposal at a cost of \$800.00, under the condition that they will fill the hole left by removing the concrete base for the posts. Ms. Urban second and the Board approved.

Clarendon Bend Sidewalk

The Board reviewed three proposals for installation of 16 LF of sidewalk close to the intersection of Northfork Hollow and Clarendon Bend. The Board reviewed three proposals: McKenna Construction, \$1,600.00; Property Services, \$2,000.00 and Nicholson Brothers Construction \$2,184.00. Mr. Planz made a motion to accept the McKenna Construction bid of \$1,600.00 and Ms. Urban second and the Board approved with one abstention.

Painting of swing at Branford Park and Pool

The Board reviewed two proposals to paint two swing benches at Branford Park and one behind the pool one from McKenna Construction at a cost of \$835.00 and Property Services at \$1,600.00. Ms. Urban made a motion to approve the McKenna Construction proposal at \$835.00 and Mr. Planz second and the Board approved.

Highland Oaks Fountains Electrical Repairs

The Board reviewed a proposal for \$2,300.31 to repair the electrical at the fountains. The Board tabled this until the next Board Meeting.

Highland Oaks Leak issue

The Board reviewed a proposal to repair the leak in the urn fountains at Highland Oaks Entry. The Board tabled this until the next Board meeting.

Common Area Tree Trimming

The Board tabled the proposals until the next Board meeting.

The Board moved into Executive Session at 9:15 p.m.

EXECUTIVE SESSION

The Board reviewed the Attorney Status Report, the Delinquency report and the Deed Restriction Reports. The Board approved five accounts to be filed for foreclosure by the attorney. The Board also approved \$4,178.98 in legal for September 2014.

The Board discussed the issue of waiving fines for the Trash Cans. The Board agreed to waive the \$50.00

in fines for this account.

The Board discussed the issue of a resident parking a commercial vehicle in the community. The Board denied the request to waive \$175.00 in Deed Restriction Fines.

The Board discussed an ACC Application for a driveway extension that was previously denied by the ACC Committee. The Board reviewed the Application with all information submitted. The Board did agree to approve the driveway extension but the extensions could not be between the sidewalk and the curb. The Owner will also have to provide a sample of the material, installation process for the extensions and what type of overlay will be used.

The Board approved \$6,346.38 in legal fees for the month of July 2014.

The Board adjourned from Executive Session back to the General Meeting at 9:18 pm.

The next Board Meeting will be November 20, 2014, 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 9:19 pm; Mr. Tice and Mr. Planz seconded and the motion passed unanimously.

Brian Planz, Secretary