

**MINUTES OF THE BOARD OF DIRECTORS MEETING  
TWIN OAKS VILLAGE  
October 25, 2016  
11201 Lake Woodbridge  
Sugar Land, TX 77498**

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**CALL TO ORDER AND ADOPT AGENDA**

A quorum having been established, Mr. Planz called the meeting to order at 6:33p.m. Board members in attendance were Brian Planz, President, Paula Urban, Vice President, and Rob Tice, Director. Also in attendance, Bernita Armstrong, PCAM, CMCA, AMS representing Sterling ASI.

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

**MINUTES REVIEW**

The September 22, 2016 minutes were reviewed with one correction. Ms. Urban made a motion to approve, Mr. Tice seconded the motion, all in favor, motion carried.

**FINANCIAL REVIEW**

The September 30, 2016 financials were reviewed in detail. Mr. Planz stated that he had seen a difference in the water bill where the smart controller was installed.

**OLD BUSINESS**

**Town Hall Meeting & Fall Festival:** Brian state that he is working on the power point for the town hall meeting. The Board discussed only having the balance sheet and income statement budget comparison slides for the financial section of the presentation.

**Fall Festival**

B. Armstrong stated that all of the vendors are scheduled to be at the school at 4:30pm to set up. The Board advised the managing agent to contact the school about having the outside lights on.

**NEW BUSINESS**

**Signage for Common Areas:** R. Tice stated that the community should have signs for the different common areas, such as the park area, splash pad and the pool. Managing Agent presented an example from Peachtree of a sign. The

**Christmas Decorations:** P. Urban stated that she is having a hard time finding wreaths similar to what they have had in the past. Mr. Planz stated that they should do inventory of the decorations they currently have.

**Dog Stations:** Mr. Planz stated that some of the homeowners had a concern regarding neighbors allowing their dogs to poop without picking it up; he asked the Board their thoughts on installing dog stations in some areas. The Board agreed, and Mr. Planz would research the cost.

**Fountains:** Mr. Tice stated that the fountains isn't looking good and need to be cleaned. He stated the board should consider bidding the maintenance of the fountain out and having it cleaned once weekly.

**EXECUTIVE SESSION**

The Board adjourned to Executive Session at 7:50pm.

- a. Delinquencies: Board reviewed no additional action at this time. Mrs. Armstrong explained that last month the Board had signed (6) six letter of authorizations and (4) four of them had signed payment plans.
- b. Deed Restriction Violations; Board reviewed, none at this time. B. Armstrong stated that account# has several violations and they are been fined.

At 7:51 pm the Board adjourned from Executive Session and entered into General Business.

The next Board Meeting will be December 6, 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 7:57 pm; with Mr. Tice second and the motion passed unanimously.

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Sonyan Stephens, Secretary