

**MINUTES OF THE BOARD OF DIRECTORS MEETING
TWIN OAKS VILLAGE
April 26, 2018
11201 Lake Woodbridge
Sugar Land, TX 77498**

CALL TO ORDER AND ADOPT AGENDA

A quorum having been established, Mr. Planz called the meeting to order at 6:39p.m. Board members in attendance were Brian Planz, President, Paula Urban, Vice President/Treasurer, Sonyan Stephens, Secretary, and Rob Tice, Director, John Falkenbury, 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 February 15, 2018 minutes were reviewed with corrections. Ms. Urban made a motion to approve, Mr. Falkenbury, seconded the motion, all in favor, motion carried.

FINANCIAL REVIEW

The March 31, 2018 financials were reviewed in detail.

OLD BUSINESS

Update on fountain: Managing agent stated to the Board that the repairs on the fountain has been completed, she explained that the breaker box needed to be replaced. Brian Planz stated that the cleaner should clean the fountains with the brush every week.

Update on Pool Repairs

Mrs. Armstrong stated that pool repairs will start on Monday. Mrs. Armstrong will also follow up with Solution Plus to check on the pump room door.

Update on Westmoor

The electric meter was completed last week and the managing agent has contacted the electric company to reconnect the meter.

NEW BUSINESS

Annual Meeting Information: The Board reviewed the annual meeting information, managing agent to make sure the agenda match. Mr. Planz will make changes to the Power point presentation and Ms. Urban will purchase the gift cards for the drawings.

Little Free Library There was a discussion regarding the vandalism that occurred at the Little Free Library, Brian stated that he had found a small camera for the area. P. Urban made a motion and R. Tice seconded the motion for Brian purchase cameras for the park area near the Little Free Library.

Spring Festival: Mrs. Armstrong stated that all of the vendors have been scheduled for the Spring Festival. The Board reviewed the pool information that will be mailed out, managing agent to make changes to the cost and the number of cards per family. Ms. Urban will purchase \$75.00 worth of gift cards, (4) tables, (8) chairs, (2) tents, (2) ice chest and (4) trash cans.

ACC Applications

The Board discussed an application for a driveway extension. The Board agreed on the following guidelines for driveways:

- the extension may not extend past the foundation of the house
- the extension must be tied in (or be connected with rebar) to the existing driveway
- the surface of the extension must be finished to match the existing driveway (broom finish)

The Board also discussed the guidelines for pergolas and made the decision on the following:

Pergolas must be built and maintained with the following standards:

- free-standing pergolas may not exceed 8ft
- pergolas must be kept open (i.e. no top coverings)
- pergolas must be securely anchored to the ground
- all surfaces of the pergola must be painted or stained and maintained in good condition
- pergolas may be stained in an approved wood-tone color or approved paint color to match the house

There was also a discussion with regards to an ACC application for a permanent basketball goal in the backyard and the board made agreed that the plans submitted was denied and the homeowner could resubmit with the following guidelines:

- the homeowner may place a non-permanent, movable goal. The make and model of the goal should be included on the application.
- the homeowner is encouraged to revised the plans to place the concrete pad in one of the areas indicated by the areas outline in red.
- the homeowner should include in the revised plans the psi of the concrete and the rebar layout (if applicable).

Reports- Mr. Tice stated that the website need to be updated with the financials, minutes, and Constable Reports. Mrs. Armstrong stated she would get these reports updated and will make sure they stay updated on a regular basis.

Landscaping- The Board reviewed the proposal from Monarch to remove dead trees from the common area. A motion was made and seconded to approve estimate#1237 in the amount of \$2,915.00.

General Repairs- Mr. Tice stated that there are some trees that are leaning against the common area fencing, that the management company need to address with the homeowners.

EXECUTIVE SESSION

The Board adjourned to Executive Session at 8:35pm.

- Delinquencies: Board reviewed no additional action at this time
- Deed Restriction Violations; Board reviewed, none at this time.

At 8:47 pm the Board adjourned from Executive Session and entered into General Business.

The next Board Meeting will be May 14, 2018 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 8:55 pm; with Mr. Tice second and the motion passed unanimously.

Sonyan Stephens, Secretary