

**MINUTES OF THE BOARD OF DIRECTORS MEETING
TWIN OAKS VILLAGE
February 15, 2018
11201 Lake Woodbridge
Sugar Land, TX 77498**

CALL TO ORDER AND ADOPT AGENDA

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

Mr. Tice made a motion to accept the agenda with additions, second by Mr. Falkenbury, all in favor, motion carried.

MINUTES REVIEW

The January 25, 2018 minutes were reviewed and approved with changes. Ms. Stephens made a motion to approve, Mr. Tice, seconded the motion, all in favor, motion carried.

FINANCIAL REVIEW

The financials wasn't completed at the time of the meeting and Mrs. Armstrong stated she would email them to the board for their review.

OLD BUSINESS

Fountain

Rob stated that there is only one (1) fountain that is currently working. Mrs. Armstrong will contact Trident to advise them of the fountain.

NEW BUSINESS

Pool Maintenance Proposals

The Board reviewed the proposals from Property Service, Solutions Plus and McKenna Construction for the following items:

- 1.Pool fence- Removal of mildew, rust mitigated, primed and painted. Repair the fence in areas where the metal has rusted through.
2. Pump Room Door - Replace door, frame and molding. Door should be vented as existing.
3. Remaining Pool House Doors- Need to be cleaned and painted. Prime first with Kills and them paint.
4. Pool Gate- The hinge is broken and need to be repaired/replaced.
5. Outlets-Repair any outlets that are coming out of the wall on the outside of the pool area. Ex. (By men restroom the outlet is coming out of the wall). Please check and repair all at the pool house.
6. Breaker box- Some of the breakers in the breaker box are loose (move when switched on/off). Check all and repair.
7. Awnings need to be cleaned. Supports need to be cleaned, rust mitigated and painted.
8. Large light fixture on the pool house illuminating the playground is burned out. Replace existing fixture with a comparable equivalent wattage LED fixture.
9. Repair Stucco near the gate. Prime and paint to match existing.
10. Repair/Replace missing faux stones on the pool house.

After much discussion a motion was made, seconded and approved to have Property Services perform the above maintenance items for the price of \$13,305.00.

Monarch Landscaping

Mrs. Armstrong presented the Board with the letter from Monarch Landscaping regarding the price increase for the landscape contract. A motion was made to accept the price increase of \$12,716.44 a month for a yearly price of \$152,597.28.

MUD Business

Ms. Stephens stated that the MUD would handle the last debris pickup from Hurricane Harvey on Saturday, May 3rd.

She also stated that all curbs within the community will be repaired.

Storage Unit

The Board discussed the pricing for a 10X10 storage unit; Brian explained that the price would be \$130.00.

Garage Sale

The Community Wide Garage Sale will be held on Saturday, April 21st.

EXECUTIVE SESSION

The Board adjourned to Executive Session at 8:24pm.

The delinquent report was reviewed in detail.

The attorney status report was reviewed.

At 8:28pm the Board adjourned from Executive Session and entered into General Business.

The next Board Meeting will be March 22, 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 8:29 pm; with Ms. Stephens seconded and the motion passed unanimously.

Sonyan Stephens, Secretary