



**TWIN OAKS COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES**

DATE: August 27, 2024

PLACE: 8900 Westmoor Drive, Richmond TX 77407

ATTENDING: Robert Tice, President
Carrie McDonald, Treasurer
Sylvie Elmer, Vice President
Danny Handshoe, Secretary
Adeyinka Koiki, Director
Jennifer Gonzalez, C.I.A. Services, Inc.

ABSENT:

With quorum duly established and notice properly given, President Tice called the board meeting to order at 6:01 p.m.

OPEN SESSION

Open Forum Discussions – None.

MINUTES, MEETINGS & DECISIONS

Ratify Decisions Between Meetings – The following decisions have been made since the last meeting.

1. A decision was made to approve the proposal from Bach Realty Advisors to perform an insurance appraisal for the association's insurable assets at a cost of \$2,000.00.

A MOTION PASSED to approve the above made decisions since the last called Board meeting (Motion – Elmer; 2nd – McDonald; Unanimous).

Recap any Unannounced Meetings – None.

Meeting Minutes

A MOTION PASSED to approve the July 23, 2024 Board meeting minutes as presented (Motion – Tice; 2nd – Handshoe; Unanimous).

MANAGEMENT REPORT

Financial Reports – The preliminary financial report was presented and reviewed.

Deed Restriction Reports – were provided for Board review.

Architectural Control Reports – were provided for Board review.

MAINTENANCE REPORT

The maintenance report was reviewed with the Board. The proposal from Monarch presented at the meeting will be sent via email to the Board for a decision to be made.

A MOTION PASSED to approve the proposal from JNJ to replace the swing benches and chains at Bransford Park at a cost of \$5,365.63. (Motion – McDonald; 2nd – Elmer; Unanimous).

A MOTION PASSED to hold on the fence replacement for all sections except the entire broken-down section until we get word back from the insurance department. (Motion – Tice; 2nd – McDonald; Unanimous).

BIG OAKS MUD – No report.

COMMITTEES REPORTS

ARC – No report.

Social – None.

Yard of the Month – None.

UNFINISHED BUSINESS – None.

NEW BUSINESS – None.

EXECUTIVE SESSION

Legal Matters –The attorney status report was reviewed.

Collections Update – The collection update was reviewed.

DR Recommendations for Last Chance Letters – None.

Homeowner Correspondence – The Board reviewed a couple of owner communications.

OPEN SESSION

The open session was called to order and a verbal recap of all executive session decisions was given and is as indicated below.

A MOTION PASSED to approve the deed restriction lawsuit authorizations for violations 5787, 882, 2534, 7269 (Motion – Tice; 2nd – Handshoe; Unanimous).

A MOTION PASSED to approve the lawsuit authorizations for accounts receivable delinquencies on accounts T1202025, T0401033, and T0905049. (Motion – Elmer; 2nd – Koiki; Unanimous).

A MOTION PASSED to deny the waiver request for T0301020. (Deny – Tice, Handshoe, Elmer, McDonald; Approve – Koiki).

A MOTION PASSED to approve the waiver request for T0202039 as a one-time courtesy. (Deny – Tice, Handshoe; Approve – McDonald, Koiki, Elmer).

A MOTION PASSED to deny the variance request for VRef #2012. (Motion – Tice; 2nd – Elmer).

A MOTION PASSED to deny the variance request for VRef #8052. (Motion – Handshoe; 2nd – McDonald).

A MOTION PASSED to deny the waiver request for T0703013. (Motion – Koiki; 2nd – Elmer).

A MOTION PASSED to approve donating \$1,000.00 to the Texas Legislative Action Committee in 2025. (Motion – Tice; 2nd – Handshoe).

A MOTION PASSED to approve an extension of three months for VRef #2625. (Motion – Tice; 2nd – Handshoe).

A MOTION PASSED to approve a payment plan of 18 months for account T0502008. (Motion – McDonald; 2nd – Koiki).

With no further business to come before the board, the open meeting adjourned at 8:11 p.m.



Prepared by:

Jennifer Gonzalez, Community Manager
C.I.A. Services, Inc.

Approved at the September 2024 meeting of the Board of Directors.

Approved by:


Secretary