



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

DATE: August 26, 2025

PLACE: 8900 Westmoor Drive, Richmond TX 77407

ATTENDING: Robert Tice, President
Sylvie Elmer, Vice President
Adeyinka Koiki, Director
Jennifer Gonzalez, C.I.A. Services, Inc.

ABSENT: Carrie McDonald, Treasurer
Danny Handshoe, Secretary

With quorum duly established and notice properly given, President Tice called the board meeting to order at 6:00 p.m.

HEARINGS BEFORE THE BOARD

The hearing for T0101033 regarding their account was called to order at 6:01 PM. The resident did not appear for the meeting.

OPEN SESSION

Open Forum Discussions

Discussions were held regarding the gate height restrictions, fall festival and the volunteer dinner location.

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 following proposals from Classic Tree's for the following work and cost:
 - a. Removals with Grinding – \$1,800.00
 - b. Deep Feeding Pines – \$7,900.00
 - c. Deep Feeding Hardwood – \$2,600.00

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

Recap any Unannounced Meetings – None.

Meeting Minutes

A MOTION PASSED to approve the July 22, 2025 Board meeting minutes as presented (Motion – Tice; 2nd – Koiki; 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 Board agreed to hold on the pool camera system to get additional information from High Def and Pace Protection. Additionally, the Board wanted to confirm specific sites that are included in the concrete work bid from CRC.

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 – The Board reviewed the recommendations for last chance letters.

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

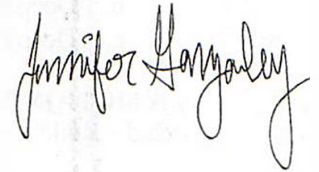
OPEN SESSION

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 deny the variance request from account T0703046. (Motion – Elmer; 2nd – Tice; Unanimous).

A MOTION PASSED to approve the waiver request from T0504012 for interest and returned payment fees. (Motion – Elmer; 2nd – McDonald; Unanimous).

With no further business to come before the board, the open meeting adjourned at 7:09 p.m.



Prepared by:

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

Approved at the October 28, 2025 meeting of the Board of Directors

Approved by:

Secretary

