

**TRES PALACIOS OAKS PROPERTY OWNERS' ASSOCIATION
SPECIAL BOARD OF DIRECTORS MEETING**

Minutes

A special Board of Directors meeting was held by the Tres Palacios Oaks POA Board of Directors on February 12, 2024, at 4:30 p.m., in the Tres Palacios Oaks POA Business Office located at 28 Springwood S., Palacios, Texas 77465.

CALL TO ORDER:

President Carla Williams called the Special Board of Directors meeting to order at 4:32 P.M.

CERTIFICATION OF A QUORUM:

President Carla Williams certified a quorum was present.

ATTENDANCE ROLL CALL:

*President, Carla Williams, Present
Vice President, Robert McKenzie, Present
Secretary/Treasurer, Sandy Frick Present
Member at Large, John White, Present
Member at Large, Tom Morgan, Present*

ANNOUNCEMENTS:

●None

DISCUSSION AND ACTION ITEMS:

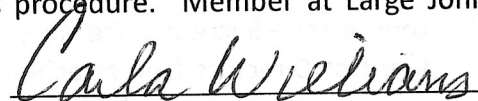
1. **Ballot / Voting** – Secretary/Treasurer Sandy Frick presented sample ballot and voting procedures/rules to Board of Directors (see attached). All information was reviewed by Board of Directors. Vice President Robert McKenzie made a motion to accept ballot format and voting procedures/rules as presented. Member at Large, Tom Morgan seconded motion. Motion passed
2. **Newsletter** – Secretary/Treasurer Sandy Frick presented sample newsletter to Board of Directors (see attached). Secretary/Treasurer Sandy Frick made a motion to accept newsletter as presented. Member at Large Tom Morgan seconded motion. Motion Passed
3. **ACC Updates** – Member at Large Tom Morgan updated Board of Directors on progress of ACC. There has been positive response to letters that have been sent by the POA. Several property owners have made progress in their clean up of property. Will continue to monitor and send letters as needed.

4. **TPOPOA Perimeter Fence** – Vice President Robert McKenzie presented Board of Directors with three (3) options for perimeter fence issues. Repair existing fence, replace with three (3) board corral fence, and top rail pipe fence. He will work with office personnel to generate invitation to bid so that we can supply to potential contractors for bid submission to TPOPOA.

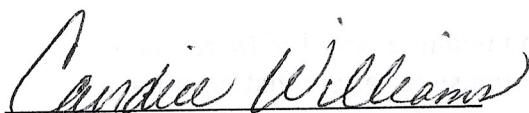
5. **Gate** – New gate was installed and is in working order. However, TPOPOA camera system has some issues and needed some upgrading. Member at Large John White contacted VCS to rectify the issues. After review of the camera system the issues were identified. The cameras were linked wirelessly when originally installed and they need to be hard wired with fiber optic cable to work to maximum potential. Vice President Robert McKenzie contacted JEC and worked with them to get the fiber cable installed. At this time VCS is needed to come out and terminate fiber cable and connect to business office and gate. Member at Large John White submitted two (2) bids from VCS, 1. Terminate fiber to connect gate with camera system \$3,219.00 2. Terminate fiber to connect gate with camera system and add/replace some damaged cameras \$4,318.00. Vice President Robert McKenzie made a motion to accept bid for terminating fiber with no cameras at this time to make sure that everything is working properly. Member at Large seconded motion. Motion passed.

6. **Deed Restrictions** – Vice president Robert McKenzie made a motion to not amend deed restriction #9 and add new deed restriction that states: **No travel trailer, RV or other building may be moved onto any lot in said subdivision without prior approval and inspection from the ACC and TPOPOA Board of Directors.** Member at Large Tom Morgan seconded motion. Motion passed.

7. **Lien Process** – TPOPOA will mail 1st notice of intent to lien to delinquent property owners and give them 30 days to make payment. If account is not settled in the 30 days given a 2nd notice of intent to lien will be mailed via certified mail return receipt and give them 45 days to make payment. If after all communication has not led to resolution of settlement TPPOPOA will file a lien against the properties with delinquencies. Member at Large Tom Morgan made a motion to accept this procedure. Member at Large John White seconded. Motion passed.


Carla Williams, PRESIDENT

ATTEST:


Candice Williams, OFFICE MANAGER