

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
TOWNWEST SECTION 5 & 6
November 11, 2025
Townwest CIA Community Center**

CALL TO ORDER

With a quorum of Directors present, the meeting was called to order at 6:21 p.m. Those present are as follows: Joann Frizzel, and Esteban Lopez, Ana Orellana and Liliana Gamba. Representing Sterling ASI is Community Manager Jennifer Ponce.

MEETING AGENDA

The Board reviewed the agenda. E. Lopez motioned to approve, J. Frizzel seconded the vote, and all were in favor.

MEETING MINUTES

The Board reviewed the October 14 & November 3rd meeting minutes. J. Frizzel made a to accept without revisions with a second from E. Lopez, all in favor, motion passed.

FINANCIALS

Cathy Hooper, from Sterling, went over the October 2025 financials.

HOMEOWNER FORUM

One homeowner was present and inquired about an ACC application that was submitted to management for approval.

COMMUNITY UPDATE

Community building issues, upgrades, or maintenance – The Board discussed their current concerns with the community center renovations and requested that management set a meeting with the Board & Gerardo, contractor.

E. Lopez asked if there was available money to get the parking lot redone. It was discussed that the regular property manager could better answer that request and that she would be back in December.

Park upgrades, issues, or maintenance – nothing discussed.

Swimming pool upgrade, issues, or maintenance – nothing discussed.

NEW BUSINESS

2026 Budget. Briefly discussed the budget and realized that the budget in the packet was incorrect. The board agreed to table until Cathy returned in December.

Ana Orellana announced that she was moving and would need to resign from the board effective immediately following the meeting.

Next meeting will be on December 9, 2025

Adjourn open session at 6:30 p.m.

EXECUTIVE SESSION- called to order at 6:40

- The delinquencies and attorney status reports were in the meeting packet for review.
- The compliance report was in the meeting packet for board review.

With no further business to come before the board the executive session was adjourned at 6:50 PM. No homeowners were waiting for a summary of the executive session.