



**Cypress Meadows Subdivision  
Homeowners Association**

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**Meeting Information**

**Meeting:** Board Meeting  
**Date:** September 22, 2022  
**Time:** 6:00, library large conference room

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**Meeting Attendees**

<b>Member</b>	<b>Office and/or Committee Chair</b>
Derek Evans	President, ACC
Amy Deslattes	Secretary, Violations
Jeff McLam	Treasurer
Shani Merchant	Socials
<del>Anthony Rogers</del>	Commons Areas
<del>Donny Richard</del>	Communications, Socials

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**Agenda**

1. Open Meeting
2. Approve minutes August 24, 2022 [action item] Shani motions to approve, Jeff seconds
3. Financials
  - a. Treasurer Report - Balances, Assessments, Liens, Attorney communications
  - b. Continuing to move CDs over to Edward Jones as they mature to take advantage of higher interest rates
4. Old Business:
  - a. Phase 2 bid process updates- only received one bid during the open time frame; committee requests to extend timelines. Amy motions to extend timeline for gathering bids, Derek seconds. Solicitation members will not be part of the vetting process after bids are opened. Jeff will announce when a minimum of three bids have been received.
5. New Business
  - a. Board nominations for 2023- Need to set process and dates (for reference board will review 2022 nomination form and ballot); Amy will work on draft and send for board review and adoption at October meeting. (add drop box blurb, eliminate phase 3b clause since phase has been opened)
6. Committee Reports
  - a. ACC-
    - i. Approvals to review
      1. [REDACTED] - Gutter Installation
      2. [REDACTED] Fence and Gate Installation
      3. [REDACTED] - Shed Installation
      4. [REDACTED] - concrete slab for existing shed
      5. [REDACTED]
      6. [REDACTED] - Trash can concealment fence
      7. [REDACTED] - Gutter Installation

8. [REDACTED] - Gutter Installation
9. [REDACTED] - Screen in existing back patio area
10. [REDACTED] - gate installation to existing fence
11. [REDACTED] - french drain extension to curb
12. [REDACTED] - Gutter installation
13. [REDACTED] - Gutter Installation
14. [REDACTED] - Front Door Color Change
15. [REDACTED] - move fence forward to be even with front of home
16. [REDACTED] - French Drain installation
17. [REDACTED] Gutter Installation

ii. Under Review

1. [REDACTED] - issued ACC letter (color of shutters not approved by ACC)-Letter along with invoice for \$100 fine sent to resident on September 21, 2022
2. [REDACTED] - fence install - awaiting schematic of fence placement from resident and acknowledgement of proper installation
3. [REDACTED] - issued ACC letter (gate install w/o approval)- will send letter with \$100 fine this week
4. [REDACTED]-issued ACC letter (pool drainage issue)-Resident has been non-responsive to attempted face-to-face meetings. No drainage plan received by the deadline of September 16, 2022.
5. [REDACTED] - trash can concealment fence (awaiting specs on foundation of concealment area)
6. [REDACTED] - Magnolia Tree planting
7. [REDACTED] - trash can concealment not meeting ACC standards, was removed and replaced with shrubbery, but can is still in front of house. No ACC form received yet.

b. Capital Improvements- Derek, on behalf of Ryan G.

- i. Drainage in Phase 3B: As per Mel Bertrand - Stacey at Glenn Leger said that they are awaiting the arrival of the check valve to be installed on the southside pond at Sandy Bay entrance. Once part arrives, construction will begin assuming the weather cooperates (September 19, 2022)
- ii. Gap in the lateral aluminum fence along Larivierre next to Sandy Bay has been closed and completed.
- iii. A reminder email was sent to Brian by the City to have the silt fencing removed on Monday, September 19, 2022. Awaiting a response from Brian with timeline to complete this task.
- iv. Commons Area Suggested Improvements for future projects:
  1. Restrooms at the Kiosk
  2. Multi-use court to host basketball, pickle ball, tennis, etc.
  3. Benches, trash cans, trees near triangle and phase 2A pond

Directing Ryan to get ballpark cost analysis for each project so board can decide how to prioritize funding; noting that funding may cover a two-year span or may

require a special assessment. Board to proceed with resident input once preliminary ballpark figures are available.

c. Commons Areas- Anthony

- i. All fountains are now in service. All repairs were under warranty. We are responsible for only labor charges.
- ii. Rain, Drain, and Illuminate was contacted to address the timer issue at the flower bed on the corner of Fairfield and Lariviere. They quoted a 3 weeks lead time to get a technician out. Will update the board once that technician arrives on site.
- iii. Changing Pump nozzles to newer patterns- Table for further discussion, but would prefer to change out all at the same time; would require nozzles for the 5hp if we wanted those to be the same

d. Communications- Amy

- i. Working on newsletter for beginning of October, update mailbox signing, signage, house upkeep and maintenance

Socials- Shani

- ii. Socials Meeting update from Sept 12
- iii. Canceled black pot cookoff due to lack of participation
- iv. Garage Sale - October 15 (Amy will submit newspaper ads)
- v. Halloween Social - committee getting list of items together and will do a Sign Up Genius to collect and then plan a crafts night

e. Welcome Committee- Amy

- i. 13 new packets delivered for September, total of 115 for 2022

f. Violations- Amy

- i. Trash can violations, mostly warnings to Phase 3B, with the exception of almost an entire block in Phase 1 (a few were new residents within the past 8 mos). Warnings sent to remind residents about trashcan storage and to provide information for ACC approved trash can concealment
- ii. Starting to see some properties that are not being kept up (paint, mold, grass, flowerbeds); a few residents have complained about lack of upkeep of grass, flowerbeds, resident maintenance in phases 1 and 2. Will continue to monitor and issue warnings as seen or reported.

7. Schedule next board meeting; Jeff and Derek will monitor bids and Derek will send Doodle for board meeting following that. Amy motions to adjourn, Derek seconds.