



**Cypress Meadows Subdivision
Homeowners Association**

Meeting Information

Meeting: Board Meeting
Date: September 13, 2023
Time: 6:00pm

Meeting Attendees

Member	Office and/or Committee Chair
Derek Evans	President, ACC, Capital Improvements
Amy Deslattes	Secretary, Treasurer, ACC, Financial
Shani Merchant	Socials
Tania Mitchell	Socials
Donny Richard	YOM
Anthony Rogers	Commons
Rob Teal	ACC, Capital Improvements

Agenda

1. Open Meeting
2. Approve minutes August 15, 2023 [action item] with adjustment to budget line item note. Rob motions to approve , Derek seconds
3. Financials: account status and liens
 - A. 2nd half liens will be processed in September.
 - B. Property insurance renewal. Budgeted \$11,000/year (\$6112.97 liability, \$3515.62 property). Removed wooden fence on Larriviere (owned by homeowners) and wind damage from other fencing since the open aluminum fence is less likely to have wind damage. Actual cost is \$2,490.19, saving roughly \$1100 in the line item.
 - C. Misc Ground Maintenance line item update; will add nuisance control for 2024 budget
4. Old Business:
 - A. Property insurance renewed
 - B. Capital Improvement Priority Survey distributed with due date of 9/13/23
5. New Business
 - A. Proposal from Electrician for 220v outlets at Mailbox Commons Kiosk (due to flipped breaker occurring multiple times during socials)
 1. Derek will ask for revised quotes to add 120 and two 220
 2. Amy motions to allocate up to \$2500 for electrical upgrades from Capital Improvements, Shani seconds. Derek can proceed within those parameters
 - B. Discussion around security cameras at Kiosk/Commons Area. Would require either paid cellular service cameras, wifi service cameras, or stand-alone system with harddrive stored in attic. Will continue to research options that can be utilized now and consider how camera system can be incorporated into restroom/equipment room project

6. Committee Reports

A. ACC

1. Approvals to review

- a. [REDACTED] - Pool Installation
- b. [REDACTED] - Fence Installation
- c. [REDACTED] - Fence Installation
- d. [REDACTED] - Fence Installation

2. Under Review

- a. [REDACTED] – current fine of \$200 is on the account and will not be removed as the resident has still not provided documentation of adding the additional french drain required on the northernmost side of her property. Late fees accruing
- b. [REDACTED] - Pool Installation (Setback Issue)

3. Pool FAQ document requests submission of drainage plan after pool install. Since French drains have been necessary for all recent pool installs, and to be more consistent in the submission process, Derek motions to add to ACC FAQs that perimeter French drains will always be required. Amy seconds. Will update FAQ doc

B. Capital Improvements- Derek

1. Survey results: 197 responses at time of meeting; survey now closed

irrigation at mailbox	19
irrigation and lighting at Sandy Bay	75
pet waste stations	24
lights on walking paths	79
tree planting	90
trashcans and benches	57
bathroom facility	58
pool	97

Pool and lights on walking path are not financially feasible without a special assessment, especially considering the number of late and unpaid assessments in the current year. Due to lack of sufficient response to the special assessment vote conducted in spring of 2023, board will not conduct additional special assessment vote during the same budget year. These projects may be considered for special assessment vote in the future.

Three priorities the board will dedicate additional time and research to are tree planting around ponds, Sandy Bay entrance irrigation and electricity, and restroom/equipment room at mailbox kiosk. Tree planting and bankwork is a priority that can be researched more. Donny will gather further study with contractor. Mailbox kiosk irrigation can be avoided if we direct landscapers to not plant annuals there. Sandy Bay irrigation and electricity is important for neighborhood entrance. Derek will follow up with developer for completion date

of entrance sign and confirm that developer is still planning to bore. Derek will provide board with elevation plan for restroom and equipment room for further review prior to seeking architectural plans

2. Electrical upgrades at mailbox kiosk- funds allocated for Derek to proceed

C. Commons Areas- Anthony

1. Two horsepower pumps in all ponds turned off until ponds fill up or service technician performs quarterly servicing and advises otherwise. This is to reduce the chances of damaging any of the pumps due to the build-up of sediment and algae caused by the current drought conditions in our region. The low water levels are forcing this sediment and algae to pile into the deeper spots where the pumps are located, and clog the internal filter systems, reducing pressure output and increasing amperage draw through the motors.
2. A leak at the Birchview Roundabout was repaired by RDI and the sprinkler system was turned back on and reset.
3. Residents are advised not to set up temporary or permanent structures on the pond banks. These structures disrupt grass cutting tasks and are not approved through ACC guidelines.
4. PVC protection for electrical from panels to fountain pumps are eroding and need to be replaced
5. Nutria in Larriviere pond will need to be addressed soon and abatement program added to annual budget

D. Communications- Amy

1. September newsletter sent (YOM, ACC reminder, Cook Off interest)
2. Garage sale will be advertised in local newspapers and facebook garage sale groups

E. Socials- Shani

1. Fall Garage Sale - October 7 - Shani will make flyer for FB advertising
2. Halloween Social - October 28 (Fall Vendor Pop Up to be moved to this date as well instead of November) Amy will get candy from Sams; Shani will get candy bags
3. Cook-off update - Rob will advertise and gather more interest

F. Welcome Committee- Amy

1. Packets paused in September, will resume in October

G. Violations-

1. Parking on street- covenants state that homeowner vehicles and those vehicles regularly parked at the residence are not to be parked on the street; visiting guest vehicles may be parked on the street if driveway space is not available, only up to 24 hours
2. Trash can concealment must be approved by ACC; vinyl fencing is not permitted, shrubbery must be of size and consistency to fully conceal the cans year round
3. Parking on common areas has been an issue. Residents living near common areas are not to use common areas as parking lots.

7. Schedule next board meeting Derek after Oct 15
Schedule Open Board Meeting October to coincide with Halloween social