



**Cypress Meadows Subdivision
Homeowners Association**

Meeting Information

Meeting: Board Meeting
Date: April 18 2023
Time: 5:45 pm

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. Resident appeal- ACC fine regarding shed install. Previous owner installed barn-style shed. Owner received notice at time of purchase. Agreement was that there would be modifications to bring it into line, and there would be a \$200 fine that would be taken off after shed was brought up to compliance. Received increase notice (late fees on \$200 fine) and remembered that it needed to be addressed. His opinion of city ordinance is that since it was within the easement at the time the house was built it doesn't have to be moved. Sits 2' away from fence. Barnstyle shed can't be changed without demolishing the shed. His understanding is that previous owner received approval from developer and he says he lost the paper. He says he asked the city and it was described that anything that was existing they won't go back and enforce, only for new construction. He says the city placed the ordinance after the house was constructed and that's why the easement ordinance didn't apply.
From board records: Previous ACC emails, minutes, and emails to attorney do not line up with his statement. City setback ordinances were already in place prior to neighborhood development in 2012, so the property and shed is not grandfathered in with city. Prior resident did not receive approval of the shed per developer who said no barn style sheds would be allowed. Legal action had been initiated when prior resident decided to sell. Mr. Blanchard was notified prior to closing that shed was in violation of covenants and legal action was being pursued; he agreed to remove and/or modify structure to meet covenants but asked for 6 mos. extension after moving in. At end of extension period he requested an appeal with board of directors to keep shed as is (exterior barn-style trim removed but keep paint color, non-architectural shingles, and roofline) and was denied. He then asked for another 6 mos. extension and was told that the fine would remain until work was completed. He submitted a nomination form for 2019 board, but was told since he had not brought the shed up to the agreed upon structure per his appeal meeting, he

would not be allowed to serve until it was in compliance. He agreed that he was going to take care of it. In September of 2022, email was received questioning why there was a fine and Mr. Blanchard was provided with all prior documentation that he had engaged with boards over the previous five years. This second appeal meeting was requested 6 mos after receipt of that letter.

- a. Board discussion-Derek and Anthony would like to view. Derek will email Michael for in-person meeting. Derek will follow up with a proxy vote via email in order to get a timely decision.
 - b. (amended) Proxy vote conducted 4/30/23 to paint shed and add gutters and leave in current placement. Non architectural shingles and non 7/12 roofline would be permitted to remain.
 - a. 6 yes, 1 no
3. Approve minutes March 14, 2023 [action item] Rob motions to approve, Donny seconds
4. Financials
- a. Review of Q1 financials (distributed via email for review)
 - b. 35 lien notices being sent certified mail
 - c. Budget modification-moving capital improvements under expenses
 - d. Shifting of Sunset mature CDs to Edward Jones
5. Old Business:
- a. Special assessment update
 - b. Customer133- accepted details of payment plan and has proceeded with initial payments
 - c. Cleaning contract update-financial committee
 - d. Sandy Bay entrance is still stalled; no updates from the developer yet
 - e. Birchview Roundabout- could potentially save costs by extending the brick to lay on the existing sidewalk and lowering brick height. Will discuss scope of work at next meeting
6. Committee Reports
- a. Approvals to review
 1. [REDACTED] - Gutter Installation
 2. [REDACTED] - Trash can concealment and French Drain Install
 3. [REDACTED] - Water Softener Installation
 4. [REDACTED] - Pond Deck Installation
 5. [REDACTED] - Magnolia Tree Planting
 6. [REDACTED] - Repaint Stucco and Garage Doors
 7. [REDACTED] - Gutter Installation
 8. [REDACTED] - Pear Tree Planting
 9. [REDACTED] - Backyard Walkway install and French Drain Installation
 10. [REDACTED] - Repainting of Shutters, Door Trims and Hardiplank
 11. [REDACTED] - new flower bed addition in front yard
 12. [REDACTED] - repaint stucco, Hardiplank and front door
 - a. Under Review
 1. [REDACTED] - met with residents at a Board Meeting in October. Board agreed to suspend the fine for 6 months. Residents agreed to resubmit ACC form with

updated request. Update: received email from [REDACTED] on 12/3 requesting ACC form. Responded with a form attached. As of 03/14/2023; no form has been received by the committee. April 25 is end of the 6 mos extension.

2. [REDACTED] - issued ACC letter (pool drainage issue) - Resident has since submitted paperwork for gutters and has adjusted the water flow from one of the offending gutters via a flex downspout. The resident is in the process of gathering quotes for a french drainage system install. Update: 1/25/2023 - resident has installed a french drain system WITHOUT committee approval. The system does not satisfy the current minimum guidelines. The resident has been notified to rectify the situation before February 5th or the fine will be imposed. UPDATE 02/07/23 - resident contacted me via Facebook Messenger. Resident reminded that official communication is via info email. The minimum requirements needed to be met in order to satisfy the violation were clearly explained via the Messenger communication as well as the letter sent. Fines would not be removed until the job was satisfactorily completed. \$200 fine notice and invoice mailed on April 13, 2023. Resident has privately messaged me again and notified me that the additional catch basin had been installed and she is "working" on correcting the curb adapter. She asked again what needed to be done to make it right.
3. [REDACTED] - Plastic/Composite shed installed. No ACC form submitted. Setbacks are not met. Shed does not meet the requirements set forth for shed installations. Resident to be sent communication 01/27/2023. 30 days to remove the shed. March 8, 2023 - second letter with \$200 fine sent. Resident replied within a couple of days claiming not to have received initial notification and has claimed that the shed is now the new "dollhouse" for his daughters. 3rd Notice mailed to resident on April 13th with \$200 fine as no ACC form had been received, no formal appeal filed, and shed had not been removed from yard.

b. Capital Improvements-

a. Commons Area Improvements- Ryan G (Derek)

1. Should Special Assessment not pass - discussion around Capital Improvements to address for the remainder of the year, if any.

c. Commons Areas- Anthony

- a. RCI stated flower beds should be worked by the end of April/early May.
- b. RDI contracted to repair the Birchview roundabout leak.
- c. Light out inside the entrance waterfall. Being replaced by J&J. Will likely see increased maintenance issues at the waterfall.
- d. Maintenance program set up for pond fountains is already paying for itself;

d. Communications- Amy

- a. MailChimp- update of addresses in progress; contacting residents with more than 2 registered addresses to see which to leave active

e. Socials- Shani

- a. Fishing Rodeo - Saturday, April 22 (send out reminder, only 3 signed up as of meeting date)
 - b. New Social - bubble bus glow in the dark party for back to school on Saturday, August 12
 - c. Discussion on moving next vendor event to coincide with Halloween social
 - f. Welcome Committee- Amy
 - a. 8 new packets for March-April total of 19 for 2023
 - g. Violations-
 - a. No new violations; awaiting 45-day deadline to follow up with those receiving maintenance and upkeep letters
7. Schedule next board meeting