



**Cypress Meadows Subdivision
Homeowners Association**

Meeting Information

Meeting: Board Meeting
Date: May 23, 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 April 18, 2023 [action item]
3. Financials: update on account status and liens
4. Old Business:
 - a. Payment plan status for customer 222
 - b. Payment plan status for customer 133
 - c. Little Library update
5. New Business
 - a. Water safety signs- Mazie's Mission; will coordinate with Anthony and Amy to get signs and add them to existing posts.
 - b. Canva subscription for association- \$120/year
 - c. Set agenda for open meeting June 6, 2023, no June meeting
6. Committee Reports
 - a. Approvals to review
 1. [REDACTED] - staining of rear patio and fence
 2. [REDACTED] - gutter installation
 3. [REDACTED] - French Drain Installation
 4. [REDACTED] - side driveway added to double gate entrance
 5. [REDACTED] - roll down storm shutters over front door entrance
 6. [REDACTED] - rear patio extension
 7. [REDACTED] - Stucco Color Change (stucco only)
 8. [REDACTED] - Shrubbery Barrier installation
 9. [REDACTED] - Shrubbery Barrier installation

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 on 12/3 requesting ACC form. Responded with a form attached. As of 03/14/2023; no form has been received by the committee.
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 Derek via Facebook Messenger. 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 Derek again and notified 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. Neighbor indicated required catch basin is not installed at this point and drainage issues still exist. Resident directed NOT to communicate via Facebook messenger and future messages would not be responded to unless sent to official board email.

b. Capital Improvements-

- a. Commons Area Improvements- Ryan G (Derek)
 1. Purchase of additional trash cans and benches?
 2. Start the process of construction on a bathroom facility at the Commons Area? (2-3 year build out)
 3. Sandy Bay Entrance (Lighting, Irrigation)
 4. Dog Bag Stations
 5. New policy for advertising in Common Area on bulletin board-Rob

c. Commons Areas- Anthony

- a. RCI stated flower beds should be worked by the end of April/early May. Flower beds serviced in early May.
- b. RDI contracted to repair the Birchview roundabout leak. Repair completed.
- c. Light out inside the entrance waterfall. Being replaced by J&J. Repair completed.
- d. GFI receptacles are replaced throughout neighborhood common areas.
- e. Landscape lighting at the corner of Larivierre and Fairfield was repaired after contractor noticed lights were missing.
- f. Quarterly fountain maintenance completed in May.

d. Communications- Amy

- a. May newsletter to include open meeting date, letter from president, yard/lawn upkeep reminders; additional topics to be submitted via email
 - e. Socials- Shani
 - a. Next event is bubble bus - August 12 (will get other vendors lined up to coincide with bus)
 - f. Welcome Committee- Amy
 - a. 8 new packets for April total of 27 for 2023
 - g. Violations-
 - a. Follow-up on those notified for needed maintenance; 45 day deadline approx May 25; board to revisit at next meeting
 - [REDACTED] - clean and/or paint discolorations
 - [REDACTED] - clean and/or paint discolorations
 - [REDACTED] paint/stain
 - [REDACTED] - clean and/or paint discolorations
 - [REDACTED] - clean and/or paint discolorations
 - [REDACTED] - replace missing faux shutter/ match paint (ACC letter was sent to previous owner but sold without addressing)
 - [REDACTED] - clean and/or paint and repair shutters
 - [REDACTED] - clean and/or paint discolorations
7. Schedule next board meeting in July