

CYPRESSWOOD PLACE COMMUNITY
IMPROVEMENT ASSOCIATION, INC.

MINUTES OF MEETING OF
November 15, 2016

STATE OF TEXAS
COUNTY OF HARRIS

The Board of Directors of Cypresswood Place Community Improvement Association, Inc. met in a regular meeting at Harris County WCID No.132 Water Plant located at 4107 Evening Trail Drive, Spring, Texas 77388, on the 15th day of November 2016, at 7:00 pm. Those present:

Jane Warren	President
Peggy Batson	Vice President
Olav Unger	Treasurer
David Brookshire	Secretary
Bob McAdams	Director

All members of the Board, Sergio and Carolyn Bozzetti, Charlotte Bopp and Dorothy Williams-Henry were present, constituting a quorum. The meeting was called to order at 7:02 p.m. by Jane Warren.

REVIEW AND APPROVE MINUTES OF THE MEETING OF August 16th, 2016:

David Brookshire presented the regular meeting minutes of August 16, 2016. **Bob McAdams moved that the minutes be accepted as presented.** The **motion was seconded and approved unanimously.**

ATTACHED-August 16, 2016 minutes.

CONSIDER AND ACT UPON FINANCIAL REPORT OF August, September, and October 2016:

Olav Unger presented the financial reports of September, August and October of 2016. Bob McAdams also discussed the current budget shortfall caused by the unexpected costs (\$875) to relocate sprinkler heads, in preparation for the traffic light construction, and repair work performed on the exterior wall earlier this year (\$3876.) **David Brookshire moved to accept the reports. Upon a second the motion was also approved unanimously.**

ATTACHED-August, September, and October 2016 Financial Statements

CONSIDER AND ACT UPON THE LANDSCAPING REPORT

Peggy Batson discussed the status of the community landscaping. Hahn's has removed and replaced the dead cypress tree along the exterior wall for less than \$200.

With the Hahn's contract up for renewal in December, Peggy has obtained competing bids for our lawn care. More than one local competitor has ceased operations completely. Two competing services provided bids for \$18/lot (not including common areas) and \$16.25/lot (including common areas.) Each bid reflects 41 lawn services per year. The lower bid was provided by Hahn's, and reflects a \$0.25/lot increase over last year's fees, for a total increase of \$492 per year. The Board has selected to continue the Hahn's service for another three years at their new rate.

CONSIDER AND ACT UPON ANY ARCHITECTURAL CONTROL REQUESTS

Two requests have been received and approved since the last meeting of the Board, one for repair of a wrought iron gate, and the other for installation of a satellite dish. Both requests were approved, and the work has been completed. Peggy Batson has received a couple of inquiries about the execution and enforcement of some specific architectural control guidelines. The confusion today originates from when our homes were originally built, and the fact that multiple builders were involved. These issues have been discussed with our attorney and resolved.

PUBLIC COMMENT

One attendee discussed the process of providing utility access to easement areas. It was also noted that a number of trash cans are being left out too long after pickup has occurred. The Board will post notes on both topics to the website and eBlast.

NEW BUSINESS

1) 2017 Budget and Yearly Dues

The Board reviewed and updated the proposed budget for 2017. The largest variances in last year's budget were determined to be limited one-time impacts, and do not require significant adjustments. Unexpected costs incurred last year were for paying for additional streetlight coverage on Cypress Hill, relocation of sprinkler heads and cleaning and repairs to exterior walls. The Board has determined that the dues for 2017 will remain at \$1180/lot. Bob McAdams will send the new bills on December 5.

2) Annual Newsletter

The Board discussed the work for producing the annual newsletter, and ideas for additional sections. Jane Warren will post to the website looking to identify a host for this year's Christmas party, and for any interest in contributing to the newsletter. The Board members will send David Brookshire their respective sections by Saturday, November 26, and will assemble and deliver electronically to Peggy and Jane on the 27th for printing and mailing the following week.

OLD BUSINESS

1) Update on Kuykendahl/Cypress Hill traffic light

Jane Warren provided an update on the construction of the new traffic light, noting that the work is now estimated to begin in the middle of December, although new light poles are already staged and may be installed sooner.

MEETING ADJOURNED

The meeting was adjourned at 8:57PM.

Respectfully Submitted,

David Brookshire

David Brookshire, Secretary