

CYPRESSWOOD PLACE COMMUNITY
IMPROVEMENT ASSOCIATION, INC.

MINUTES OF MEETING OF
November 28, 2023

STATE OF TEXAS
COUNTY OF HARRIS

The Board of Directors of the 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, and via teleconferences on the 28th day of November 2023, at 6:00 pm. Those present:

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

All members of the Board were present. Other attendees were Rod and Linda Golding, Gloria Guerra, and Billy Harris. Also J.R. Winkler, Michelle Tucker attended via teleconference. The meeting was called to order at 6:03PM by Jane Warren, who welcomed the Owners in attendance.

REVIEW AND APPROVE MINUTES OF THE OWNER'S MEETING OF May 31, 2023:

Dave Brookshire discussed the minutes from the Owner's meeting in May, noting they had been posted to the website prior, and links were provided in meeting announcements and reminders. **Olav Unger moved to accept the minutes as presented. The motion was seconded and approved unanimously.**

FINANCIAL REPORT:

Olav Unger reviewed the current financials, noted three categories were current under budget: mowing, area beautification and water & sewer. There are some expected capital expenses the association will encounter that we are preparing for. **Dave Brookshire moved to accept the financial report as presented. Upon a second, the motion was approved unanimously.**

LANDSCAPING REPORT

Peggy Batson discussed the status of our community landscaping noting that our current contract remains month-to-month, with no rate changes. Two flower beds in front of the Kuykendahl monuments require replanting, and two trees on the perimeter wall need to be saved and/or replaced. The "new" area that was recently identified as the association's responsibility has now been cleaned up and maintained.

ARCHITECTURAL REPORT

J.R. Winkler noted that there were no architectural requests to report since the Owner's meeting.

PUBLIC COMMENT

Gloria Guerra asked about proposing a cap to limit association maintenance increases year-to-year. Members present reviewed the budgets from the last ten years and noted that there have been very few increases passed onto the association already. Rod and Linda Golding reflected on their previous HOA experiences, noting how well the CIA operates. The Board noted that there is a process to amend the Bylaws and requires discussion at the next Owner's meeting in May and could either be added as an agenda item in the April Board meeting which sets the agenda for the Owner's meeting, or could be raised during the public comment period.

BUDGET

The yearly budget was reviewed, and it was noted that the state and need for improvements to our sprinkler system should be planned for discussion at the Owner's meeting. Current savings and income will be used to offset the maintenance budget. It was determined that maintaining the current assessment at \$1,300 per lot is sufficient for our association needs. **Bob McAdams moved to accept the budget as presented, and set the assessment fees for 2024 at \$1,300/lot. The motion was seconded and approved unanimously.**

NEWSLETTER

The annual newsletter was discussed. The directors will send in their sections by December 8th. Dave Brookshire will assemble the draft newsletter for review. Once approved, they will be mailed the following Monday. New owners will be highlighted in the included directory.

EXECUTIVE SESSION

The Board entered Executive Session at 6:31PM

ADJOURNED

The meeting was adjourned at 6:48PM.

Respectfully Submitted,

David Brookshire

David Brookshire, Secretary