

Cypress Creek Home Owners Association
Minutes from January 2009 Board of Directors Meeting

Clark Hughes
February 6th 2009

Call to Order

A meeting of the Cypress Creek Home Owners Association (CCHOA) Board of Directors was called to order by Todd Lind, Board President, at 7:07 p.m. on January 22nd 2009.

Attendance

The following individuals were present at the meeting.

- Todd Lind, CCHOA Board member and President
- Charl Meyers, CCHOA Board member
- Leslie Swearingin, CCHOA Board member
- Glenn Van Sickle, CCHOA Board member and Vice President
- Clark Hughes, CCHOA Board member and Secretary
- Michael McLennan, CCHOA Board member and Treasurer
- Christine Gamache, Alliance Association Management
- Dan Beaman, CCHOA member and Architectural Committee chairman

October Minutes Approval

The October 2008 meeting minutes were reviewed and approved with unanimous consent.

Financial Report

Michael McLennan provided a summary of the financial standing of the HOA in hard-copy to the Board members and reviewed key elements of that. The financial summary reflects status as of December 31st.

- Total Assets = \$115,513
- Operating Cash = \$10,251
- Cash Reserves = \$3,849
- Total Cash on Hand (COH) = \$14,100
- Prepaid Dues (PPD) = \$4,749
- Total Liabilities (including prepaid dues) = \$5,157
- COH minus PPD = \$9,351
- Other Liquid Assets (CD's) = \$30,740

There are four households with balances exceeding \$100, two of which have been over \$100 for over 120 days. Board members asked Christine if there have been any communications received from these homeowners regarding their accounts; there have not been. Christine reports that these four accounts are now sufficiently delinquent that they will be reported to the credit bureau.

One long-standing account balance of over \$500 has been resolved. The homeowner has paid all back-dues owed the HOA, as well as fines associated with prior covenant violations. Alliance helped by waiving a portion of the homeowner's balance composed of collection fees owed to Alliance.

Old Business

Damage to Fencing Along El Salido

Per past discussions, there had been some damage to the concrete panels and/or caps in the fence along El

Salido Parkway. The original installer had agreed to remedy the situation for a nominal charge. No one in attendance was certain as to whether the repairs had been completed and/or if there was any further damage in need of repair. Issue remains open.

Landscaping Improvements

Kelli Hughes has assumed responsibility for completing the process of obtaining proposals for the landscaping improvements to the neighborhood entrances, as approved at the 2008 annual meeting. Kelli was unable to attend the January board meeting, but Clark was able to relay the current status. A total of three proposals have been received to date, and two of those Kelli has deemed worthy of consideration by the board, per the process outlined at the April 2008 board meeting.

The next step in this process has Kelli distributing those two proposals to the board. Board members may communicate their opinions as to whether the proposals are worthy of further consideration, but Todd, as board president, will have the final word as to whether to move forward at this time. If so, Todd will call a special meeting of the board, with at least 30 days notice. Once the meeting has been scheduled, a notice will be mailed to all homeowners indicating the purpose, date, time, and location of the meeting. The letter will also mention the availability of electronic versions of the two proposals, to be made available on the HOA web site.

Action Kelli Hughes to distribute (electronic) copies of the two proposals to the board members.

Action Todd Lind to consider calling a special meeting of the board to consider acting on one of the proposals.

New Business

Vandalism of Monument at El Salido Entrance

During the night of December 21st 2008, vandals destroyed the limestone monument at the neighborhood entrance on El Salido. A police report was filed with Cedar Park Police Department the next day (case number 0812-0286). Christine indicated that the HOA's insurance policy does cover this sort of damage and that there is a deductible of \$1000. Although those in attendance surmised that repairs would likely exceed \$1000, the consensus was that the

insurance policy would fund restoration to the monument's previous state but could not be applied to the planned upgrades of the entrances; both proposals include demolition and replacement of the monuments at each neighborhood entrance. Thus, the board chose to pass on trying to collect any insurance settlement.

Satellite Dishes

Per an action from the October board meeting, Dan Beaman prepared a spreadsheet conveying the status of all current satellite dish-related CCR violations (and apparent violations) and indicating whether or not ACC approval has been requested and/or granted, whether the homeowner has been notified of the violation, and other relevant details. Two violations have recently been resolved (in one case through relocation of the dish toward the rear of the home, and in another the removal of an inoperative dish). Approximately 10 of these cases remain open. One, 2406 Sharon, appears inoperative and is aimed into nearby trees. Dan volunteered to contact the homeowner and request that they remove the dish. The other open cases will receive violation letters once Dan forwards the addresses to Christine. However, Dan suggested that the board members review the properties and offer independent opinions as to whether each is in violation of the CCRs.

Action Clark to forward spreadsheet to the rest of the board.

Board members also discussed updating the ACC rules related to satellite dishes to clarify installation locations which are permissible vs. those which are not. The board also discussed applicable FCC guidelines which may forbid the HOA from requiring that a homeowner obtain ACC approval prior to the installation of a satellite dish. No further action taken.

Neighborhood Newsletter

Several board members conveyed their appreciation to Kelli Hughes for her work in rejuvenating the neighborhood newsletter, The Cypress Quarterly. The first issue since the fall of 2006 was distributed in December.

Fences

Todd Lind made the observation that most of the neighborhood's fences are roughly 10 years old and in poor condition. Clark Hughes shared the status of an effort Kelli has undertaken as newsletter editor. She

has contacted a number of local fencing contractors, seeking bids for replacement, to be quoted in price per linear foot plus gates. All prospective bidders have been promised that the bidder offering the best value will be featured in the next issue of the neighborhood newsletter. This process is ongoing and should be complete within a week. The next newsletter will be enclosed in the HOA's April billing statement, which will be mailed around March 1st.

Annual Meeting Planning

The HOA's 2009 annual meeting is scheduled for April 16th and will take place in the Cypress Elementary School cafeteria, pending confirmation of availability. Planning for that meeting was deferred until the special board meeting likely to be held to consider the landscaping improvement plans.

Adjournment

The meeting of CCHOA Board of Directors was adjourned by Todd Lind at 8:27 p.m.