

**THE CYPRESS CREEK LAKES PROPERTY OWNERS ASSOCIATION, INC. BOARD OF DIRECTORS MEETING WAS HELD ON TUESDAY, SEPTEMBER 25, 2018 AT 7:00 PM, AT THE CYPRESS CREEK LAKES REC CENTER LOCATED AT 10702 CYPRESS CREEK BEND DR., CYPRESS, TEXAS 77433.**

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**DIRECTORS PRESENT**

Rob Melloy  
Dennis O'Connor  
Ross Gallup  
Joe D'Virgilio  
Stacey Thomas

**IN ATTENDANCE**

Liz Pettit with Crest Management Company and Brice Beale with Hoover Slovacek.

**CALL TO ORDER & ADOPTION OF AGENDA**

Director Melloy called the meeting to order at 7:01 p.m. A motion was made, seconded and carried to adopt the agenda as presented.

**BUSINESS:**

**APPROVAL OF MINUTES**

The Board reviewed the minutes from the June 20, 2018 board meeting. Director Melloy motioned to approve. Director O'Connor seconded the motion. All were in favor.

**FINANCIALS**

Director O'Connor reviewed the August 2018 Balance Sheet and Income Statement. As of August 31, 2018, the Association had \$747,518.15 in operating and money market accounts and \$200,484.20 in 3 CDs established for Capital Reserves. Accounts receivable totaled \$285,073.46. The Association's total Liabilities and Equity were \$1,258,326.82 as of August 31, 2018. Director O'Connor reported the Association to be 97.32% collected as of August 31, 2018. Director O'Connor reviewed the August 31, 2018 Income Statement and commented the Association has a year to date surplus of \$11,228.

**BOARD BUSINESS**

Director O'Connor reviewed the proposed 2019 budget and stated there was an assumption made for an increase in certain areas. Based on this proposed budget with the assessment remaining at \$900, there is a budgeted surplus of \$23,814 that would be applied to Reserves if it remains at the end of the year. Director Gallup asked about the decrease in the landscape contract. Director Melloy explained the decrease is due to the clarification of the boundary between what the MUD contract covers and what the HOA contract covers. Director Melloy motioned to approve the proposed 2019 budget with the assessment set at \$900. Director O'Connor seconded the motion. All were in favor.

Director Melloy discussed extending the POA funded Police Patrol program for another 6 months until the end of March 2019 at a cost of approximately \$20,130. Director Melloy explained the extra patrol covers 4 additional hours per day 5 days per week Monday through Friday. These are hours not covered through the MUD funded patrol contract and the coverage is dedicated to Phases 1 & 2. Deputy Salas was unable to attend so Director Melloy gave the statistics on the activity that took place during the extra patrol period for the last 6 months. Director Melloy motioned to approve extending the POA funded Police Patrol program for 6 months. Director Gallup seconded the motion. All were in favor.

Director Gallup discussed the updates to the Architectural Guidelines that are being recommended by the Architectural Committee. The current proposed updates include the specific allowable fence stain colors, screened patios, garage doors of any metal as well as windows in the top panel only, Bermuda, Zoysia and any other drought tolerant grass is allowed in addition to St. Augustine, yards with only 1 tree will be considered, addresses painted on curbs as long as it is in good taste, shingles in natural earth tone colors in addition to Weathered Wood and solar panel locations. Director Gallup mentioned two items that were under consideration but not approved by the committee at

this time were slate roofs and terra-cotta tile roofs. Director Gallup answered questions from the Board and the homeowners present. Director Gallup mentioned there is a typo and the additional information on the appendix with the approved stain colors needs to be removed. Director Gallup motioned to approve the proposed revised Architectural Guidelines with the corrections. Director Melloy seconded the motion. All were in favor.

Director Melloy discussed the traffic signal that will be installed by Harris County at the intersection of Cypress North Houston and Cypress Creek Bend. The standard signal light is a galvanized pole with cables that run across the street. There are two upgrades offered but the POA would have to pay for the upgrades. One upgrade option is the galvanized steel pole with a steel mast arm which would cost approximately \$65k. The other upgrade is a galvanized pole and mast arm that is powder coated in black. This cost of this upgrade is approximately \$70k with an additional \$40k retainer the county requires in case a repair is ever needed to a powder coated pole or light. The Board and homeowners present discussed the benefits and the drawbacks of each upgrade. Most homeowners favored the black powder coated upgrade as a way to make the community stand out since Cypress North Houston is supposed to be a major thoroughfare after it is widened and connects to Hwy 99. Director Melloy motioned to approve upgrading to a galvanized pole with a mast arm. Director O'Connor seconded the motion. All were in favor. Director Melloy motioned to approve upgrading to the black powder coated mast arm with the retainer for a total of \$110k. Director Thomas seconded the motion. Directors O'Connor and D'Virgilio were in favor. Director Gallup was opposed.

Director Melloy discussed the engineering evaluation of the sidewalk that was recently installed on Cypress North Houston NW of Cypress Creek Bend. A homeowner brought up a concern at the annual meeting that the new sidewalk could possibly dam up the water flow causing the houses on the north side of the sidewalk to flood. The engineer for the MUD looked at the sidewalk and stated the placement of the sidewalk in that location will not block the flow of water should that closest lake flood and that the water will flow unimpeded towards Cypress North Houston as it had during events previous to the installation of the sidewalk.

Architectural Committee updates – latest work involved the earlier proposed revisions to the Architectural Guidelines. Enhancement Committee updates – Director D'Virgilio stated he will be getting his committee started soon.

Activities Committee updates – Director Thomas stated she is working to coordinate some activities with Phase 3. Entouch is looking to co-sponsor a Food Truck Friday event which will probably take place in early November. The committee is looking to do a Christmas event in addition to continuing the Food Truck Fridays.

### **ADDITIONAL BOARD BUSINESS**

Director Melloy announced the Board positions will stay the same until the 2019 annual meeting.

Rob Melloy	President
Stacey Thomas	Vice President
Joe D'Virgilio	Secretary
Dennis O'Connor	Treasurer
Ross Gallup	Director

The Fall Garage Sale will be held Saturday, October 6, 2018.

### **EXECUTIVE SESSION**

#### **Collections**

The accounts receivable report was reviewed and discussed. The status of the accounts at the attorney's office was discussed with Brice Beale with Hoover Slovacek.

#### **Deed Restrictions**

The Board reviewed the most recent deed restriction violation report and the Enforcement Action Report. The Board agreed to refer the following accounts to the attorney for additional enforcement action:

1200402052 – repair rusted sections of fence and repaint  
1200402052 – clean mildew from all sides of home  
1200502009 – paint attic vent  
1200502009 – store Camry with flat tire out of street view

1200402020 – repair rusted section of wrought iron fence and repaint  
1200205011 – repaint black wrought iron fence  
1200601006 – remove brown tarp from roof  
1200902022 – store miscellaneous items out of public view  
1200901006 - repair leaning fence; reattach/replace top rail and rot boards  
1200901005 - repair leaning fence; reattach/replace top rail and rot boards  
1200901038 – paint garage doors to match

**ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 9:15 pm.

**APPROVED**

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Board of Directors