

Cypress Forest Community Association, Inc. 2022 Annual Meeting Minutes

Date: August 23, 2022
Time: 6:30 pm – 8:00 p.m.
Location: FOSRC Classroom, 627 Cypress Oaks Drive, Spring, Texas 77388

Board Members Present: Scott Hubert, Kevin Warren, Rodney Alexander, Rob Bailes, EJ “Pat” Barbier

Board Members Absent: NONE

Member of Management Present: NONE (Sandy Milner sick with COVID)

Establish Quorum (10% of 148=15, Reconvened 5% of 148=7) – A quorum of >10% was able to be established with proxies submitted (14) and 8 members in attendance for a total of 22 properties represented.

Call Meeting to Order –The meeting was called to order 6:35 p.m.

Introductions – The Board of Directors and property owners were introduced.

Open Session – A member brought up concerns about condition of landscaping, particularly on Weeping Oaks Court and Dianeshire Court. Landscape Committee lead, Kevin Warren, addressed the situation and noted that he would remedy the issue with help of contracted landscapers. Mr. Warren also noted that he would do a cursory review of all irrigation systems in the community.

A member brought the condition of a particular vacant lot on N. Cypress Estates Circle. Scott Hubert and Kevin Warren, both familiar with the issue confirmed that a force mow would be performed the following day and every month thereafter until property owner resolves the issue on their own.

A member brought up a fence issue with neighbor. Board agreed to look into the matter and attempt to remedy it if it constituted a ACC violation.

Approval of Minutes from Prior Meeting – Motion was made and passed to approve the meeting minutes of November 4, 2021 (Motion – Hubert, Second – Warren, Unopposed)

President’s Report – Scott Hubert presented status of items in the community. Summary is as follows:

WCID #110 updates: A Flock license-plate reader has been considered and assumed to be approved by MUD board. This will help deter crime and also assist in investigations. As crime has increased slightly, the board is looking to increase general camera system on/near district property. Bums have been observed near old WWTP slab (Cypress Creek). WCID 110 and CP4 have been handling well in attempting to keep them out. There is a new manager, Brian Mills, leading the team at FOSRC. Jody Dellinger has moved on. WCID 110 has committed to a contract with Mr. Zeve, previous head of HC Flood Control, in an effort to assist with flooding in the community. WCID 110 has marked the district Explorer (previously unmarked) with CP4 graphics. This will hopefully assist in deterring crime; especially since the vehicle will be parked in community during evening hours. Members are encouraged to go to www.wcid110.com to see current events as well as information about future meetings.

Cypress Forest has experienced a recent issue with big rigs/commercial trucks parking within the community. It has been discovered that the trucks are being parked by owners/drivers who live in other communities. This makes enforcement by CFCAI difficult. The best method to protect against this issue is to petition Harris County to place "NO OVERNIGHT COMMERCIAL PARKING" signs. These signs require HC Commissioners' Court approval. That approval is contingent on the community presenting at least 25% of membership signatures on a petition along with an accompanying affidavit. The community has secured these signatures and presented the package to Harris County Precinct 3 on August 18, 2022. It is assumed that this will be approved, and signs placed by October 2022. An effort is being made to get other adjoining communities to participate in same efforts.

The board is looking for ACC committee members. Preferably need 3 to head up the ACC application process. With recent legislative updates, board and board spouses are no longer allowed to serve. Cypress Forest board members are still serving under current terms, but those end soon and a need is present for new members. This responsibility only requires approximately 1 hour each month (maximum).

An update was provided on the status of bridge construction/replacement over Cypress Creek. It is understood that the new structure and concrete pouring will begin in November. There is hope that bridge will be opened near the end of quarter 1, 2023.

Cypress Forest board (Hubert) has spoken with both TXDOT and Precinct 3 about damage to roadway and curb divider located at intersection of Enchanted Oaks and Cypress Oaks. The road is uneven and has shifted. Curb is crumbling. The entire area needs attention. It is hoped that TXDOT will repair using funds from bridge contract. If that does not happen, Precinct 3 will get involved. We will have to wait until near end of bridge contract to determine repairs and responsible party.

A discussion was continued regarding the new legislative changes enacted and effective September 2021. The board has received a lot of questions about the fence portion of these required changes.

There was some discussion about the transition of our community from Precinct 4 to Precinct 3 (Tom Ramsey). Precinct 3 has done a fantastic job in the transition. There is some delay from the road and bridge division due to transition. They have our curbs and culverts on their list, but it may be 6 months to a year before we see those remedied. The board will continue to stay active in getting these items repaired.

MasTec is currently in community replacing natural gas lines for all homes (metal to poly). This is a contract let by Centerpoint as per new state requirements. There have been a few minor issues, but MasTec has done a good job of repairing any problems real-time. The contract is expected to last for another 5-6 months. Homeowners are encouraged to contact Kevin Warren or Scott Hubert if there are issues with this project that are not being alleviated. These two board members have a relationship with the MasTec project manager and will work to assist to get matter resolved. Part of the scope of contract is to replace sod. The company will do sod all on one or two days when all connections have been made.

A few homeowners have asked about the lights at Cypress Oaks and I-45. The supply line to the meter was damaged/destroyed about a year ago in relation to the Hendricks Development. It was decided that a new supply line and meter placement was needed. The construction at the bridge has delayed that replacement. It is expected that the board will address this matter again at 2023 annual meeting.

Review of Financial Statements – Review of financial statements was led by Scott Hubert. The July 2022 financial statements were latest package available, and board reviewed. There were no questions or concerns noted by members or board.

2023 Budget Review and Approval – The board reviewed the latest version of proposed 2023 budget. Assessments were \$275 in 2021 and \$290 for prior year (2022). Board discussed proper amount of assessment for 2023. The response was mostly in support of keeping the assessment consistent with prior year due to planned landscaping improvements and inflationary economic environment. Alexander, Barbier, and Warren were in favor with keeping assessment at \$290. Bailes and Hubert desired \$275. With majority desiring the static assessment the amount on budget was input at \$290 and budget was approved by the board. (Motion – Hubert, Second – Barbier, Unopposed)

Nominations – There were no nominations or write-ins on proxies. Nominations for board members were requested from those in presence at meeting. There were no nominations from the floor.

Board Member Elections – Tallies were taken from ballots submitted from those in attendance and those submitted by proxy. The current secretary, Rob Bailes, tallied the votes. A total of 20 votes were placed with 20 provided for Scott Hubert and 17 for EJ “Pat” Barbier.

The board appointed officers for 2022 as follows:

President – Scott Hubert (current ACC committee chair through term)

Vice President – Rob Bailes

Second Vice President – EJ “Pat” Barbier

Secretary – Kevin Warren (Also landscaping committee chair)

Treasurer – Rodney Alexander (Also social committee chair)

Executive Session – Board went into executive session at 8:12 p.m. to discuss specific accounts, necessary actions and legal matters. Executive session ended at 8:58 p.m.

Future Meeting – The next board meeting is set as an annual meeting. There will be three board seats available at election (incumbents for 2023 election – Alexander, Bailes, Warren). The board agreed this meeting should occur on January 23, 2023 beginning at 7:00 p.m.

Adjournment – As there were no other pending items, the board adjourned at 9:05 p.m.

Kevin Warren

Acting Secretary

January 23, 2023

Date