

Cypress Point HOA Board of Directors

May 2019 Meeting

May 22, 2019

I. Call to Order

Called to order at 6:04 p.m. CDT. Present were: B. Williams (8582), R. Bickford (8640), G. Herrin (8680), S. Carboni (8522), A. Cassidy (8525), and Z. LaCour (PMI).

II. Approval of Minutes

A. Cassidy moved to adopt the minutes from April 2019, S. Carboni seconded. Whereupon, without objection, the minutes were approved with corrections.

III. Manager's Report

- a. **Conditions of Townhomes.** Z. LaCour provided a report on the units cited with conditions that needed to be remedied before the property Insurance is rebid. He stated that many unit owners are moving in response thereto and he has seen much improvement in the overall condition of the townhomes. He is continuing to cite people and respond to questions from owners. As a reminder, the Policy period ends 7/15/2019 and will not be renewed. Insurance will have to be rebid.
- b. **Bottlebrush Tree.** D. Kelley has pruned the bottlebrush tree.
- c. **Pothole by 8680.** Z. LaCour was provided a verbal estimate of \$1,300 for its repair. He is waiting on a written estimate. He will provide the written quote to the Board via email upon submission.
- d. **Pool Cleaning.** Z. LaCour has retained someone to clean the pool house at \$125 per month (plus cleaning supplies) and installed a lockbox with a keycard on the gate for her to enter.
- e. **Pool Doors.** Z. LaCour is going to look into pricing installation of automatic (compressed air) door hinges to keep the pool house doors closed.
- f. **Pool Awning.** The pool awning has been manufactured and is being installed Friday, May 24, 2019.

IV. Financial Report. Z. LaCour gave a report on the financial status of the accounts of the HOA. Street repair funds may not have been fully funded in the accounting spreadsheet for 2018 in the transfer from Lewis Companies. This has not yet been reconciled, but Z. LaCour will keep on top of that. Operating Account balance is \$26,060.51. Reserve Account balance is \$38,877.61. Insurance Account balance is \$104,546.67. (B. Williams noted that the insurance account is high due to increased collections, but the full bill for a new insurance policy – the cost of which is yet unknown until insurance is rebid – will be due soon.)

- a. **Fines & Repair Assessment.** Z. LaCour will provide this information via email as it could not be prepared prior to the meeting.

V. Old Business

- a. Policies & Procedures.** A discussion was led by B. Williams to set forth and finalize policies and procedures that the Board has put in place for use by PMI in reference to residents. She presented a listing of procedures and policies for the Board's review and enactment. Discussions were had and certain revisions made. A. Cassidy moved to adopt the policies and procedures as presented. The motion was seconded by S. Carboni and passed with a unanimous vote.
- b. Update on Claims/Lawsuit (Deshotel and Thomas).** An executive session was held to discuss the Deshotel claim of 8412 for roof damage alleged to have been due to Cypress trees on common ground, and suit by S. Thomas. A meeting to discuss same with B. Williams, R. Bickford, and A. Cassidy was set for Wednesday, June 5, 2019, at 6:00 p.m. at 8582 to discuss same in further executive session.
- c. Insurance Renewal.** A. Cassidy gave a report on conversations with Barry Blumburg regarding insurance renewal costs. The Board may be able to divide the insurance premium/deductible per Phases of townhomes as Phase I's deductible may go up to \$25,000 while Phase II may be at \$5,000.
- d. Additional Parking Pads** Z. Lacour is waiting on a written estimate from D. Kelley. The HOA will have a vote via email to approve same upon submission by Z. LaCour. If D. Kelley can repair the pothole in front of 8680 and install the parking pads at the same time, a concrete border will be used instead of the wooden cross ties which were used on previously constructed pads.

VI. New Business

- a. Small Cell Towers Meeting.** The Board has been invited to participate in this meeting of the Greater Baton Rouge Civic Association. A. Cassidy offered to attend along with either B. Williams, R. Bickford, and/or G. Herrin. G. Herrin led a discussion regarding how the towers supposedly function and proposed questions to the meeting discussion should he be unable to attend.
- b. Solicitors.** G. Herrin will provide a template for a cease and desist letter to PMI. Z. LaCour will prepare it and transmit via Certified Mail, Return Receipt Requested to the company contracted by AT&T to solicit.

VII. Open Discussion

The next meeting will be on Wednesday, June 26, 2019, at 6:00 p.m. at 8582.

VIII. Adjournment

The meeting was adjourned at 7:11 p.m.