

# Cypress Trails Homeowners Association, Inc.

Board Meeting | November 5, 2020 | 7:00 pm | Crosswater Hall

## Meeting Minutes

### Board Members

Rich Horvath / Flo Chiarotti / Marie Fulop

CALL TO ORDER	Meeting called to order at 7:01 pm
ESTABLISH QUORUM	A quorum was established, all three Board members were present.
HOMEOWNERS PRESENT	20 homeowners were represented
PROOF OF NOTICE	<ul style="list-style-type: none"> <li>• Notification of meeting in compliance: signs were put up at the entrance several days before</li> <li>• The meeting was posted on Facebook and to the CT HOA Website</li> <li>• The meeting information was included in the recently issued HOA Newsletter.</li> </ul>
APPROVAL OF PRIOR MEETING MINUTES	Rich motioned to approve minutes from the July 25, 2020 board meeting, seconded by Marie, passed 3-0
BOARD UPDATE	
Architectural Review Committee	<p>Revision 1 of the Manual that was issued May 1, 2020 has been added to the HOA Website. It was a busy spring and summer with many ARC submissions as numerous residents have made home improvements.</p> <p>Effective July 27, 2020 BCM introduced a new architectural review submittal process. They can be submitted at <a href="http://www.bcmservices.net/architectual-review-board-arb-form/">www.bcmservices.net/architectual-review-board-arb-form/</a> or by going to the Cypress Trail HOA website documents section.</p>
HOA website and Facebook page	Marie spoke about the changes to the CT HOA Facebook page and website. The website is more user friendly and easily accessible. The entire website has been revamped since inception.
Communication Committee	<p>Marie spoke about the newsletter that was released the first week of November. The newsletter is a quarterly publication distributed via email. Elizabeth Levesque and Jennifer Perry were introduced as part of the Communications Committee. Marie advised that if anyone is interested in joining the Communications Committee to reach out to her via email at <a href="mailto:cypresstrails2020mf@gmail.com">cypresstrails2020mf@gmail.com</a>. There is a new Bar on top of the website for Neighborhood Watch. Pictures on the website are password protected. If interested in accessing pictures or have any questions regarding the website, reach out to Larry Kaiser. The website has all the documentation and Facebook is for information only. Marie reminded the neighborhood that Facebook is a public forum.</p>
Neighborhood Watch Group	Marie reviewed the neighborhood watch group activity and introduced the committee that consists of Tony Nunziato, Joe Irek, Mark Gupton, Nancy Mortensen, Richard and Debbie Stout. Mark Gupton is our liaison with JSO and we have added signs to the community regarding the watch. Larry has added links to the website regarding crime prevention and the neighborhood watch. Marie is still looking into a camera license plate reader for the neighborhood.

Financials	<p>Marie advised that the community is in amazing financial shape. As of 10/31/2020 our assets are \$87,102, liabilities and equity are \$5,264, member's equity is \$59,015, equity year to date is \$28,596, and total liabilities and equity YTD are \$92,697. Matt presented the 2021 budget for approval. As in past years we have allocated \$2000 for community events. Matt also suggested we should continue pressure washing the curbs yearly. Matt noted that insurance, water and sewage have gone up in price. There is only one homeowner who is still outstanding in dues. We have a healthy roll over from 2020. Every year we talk about growing equity and Cypress Trails is in great financial shape. Rich made a motion to approve the 2021 budget, Marie seconded, passed 3-0.</p> <p>The Board has been looking into a sign or message board near the entrance for the residents who do not have Facebook or email. The price of a durable message board is between \$1500 and \$2000.</p>
Events Committee	<p>Flo thanked her Events Committee and especially Mark, Jeanne and Jaqueline for all the hard work and effort put forth in yard of month (YOM) judging.</p>
Holiday Lights	<p>Flo talked about the much requested professional non-denominational holiday lighting at the entrance. The Board requested quotes from three companies and two responded. Company one gave a quote of \$4,190. The second quote was for \$2,201 the first year and 30% less for years two and three; we would own the lighting and the company would maintain them. Flo motioned to approve the contract with the second company, Coastal Maintenance, Rich seconded, passed 3-0.</p>
Nocatee HOA Presidents Group	<p>This group had their second meeting on August 22. 10 of the 11 HOAs for which we have contact information were represented. We took an action to add more HOAs and since the meeting five additional presidents have agreed to join.</p> <p>This year three HOAs sponsored and funded a 4<sup>th</sup> of July fireworks show near Town Center. They asked if any other HOAs would be willing to participate for 2021 in order to have a bigger show. They also plan to discuss with the CDD and the Town Center merchants about their participation and making the show a part of the Nocatee 4<sup>th</sup> of July activities. More information will be available in the future.</p>
Dog Waste	<p>The Board continues to receive complaints regarding dog waste around the neighborhood. At the HOA Board Presidents meeting Rich asked if anyone had any best practices. Several communities have waste stations with dog poop bags located at various locations and feel they help the problem. The Board investigated this solution and obtained some pricing information. Before proceeding we asked the attendees their thoughts. The consensus was that the majority were against the dog poop stations and that each individual dog owner should be responsible for discarding the dog poop in the proper manner. Therefore the Board will no longer consider this approach.</p> <p>Rich reminded everyone that per Jacksonville code there is a \$250 fine once two people report a particular individual for not properly disposing of their dog waste. We took an action at the meeting to add the city affidavit with the information and fines regarding the matter to the CT website; Larry Kaiser has completed this action.</p>

Pond Fountains	<p>Marie spoke about suggestions the HOA has received in beautifying the neighborhood. Residents have requested a fountain in the front CT pond. The HOA contacted three companies and received quotes from each. Marie motioned approval for a contract with Fluid Solutions in the amount of \$12,775, Flo seconded, passed 3-0. The fountain comes with a 5 year warranty, 3 LED lights, and cable box.</p> <p>The three ponds along Cypress Trails Drive belong to the HOA therefore we have the ability to add fountains to them. The ponds in the back of homes are owned by the homeowners so they would be responsible for installation of fountains in them.</p>
Parking	<p>Rich spoke about the frequent parking complaints within Cypress Trails. The streets are owned by the city and subject to their laws. The regulations Rich found were that you cannot park within 20 feet of an intersection, you cannot park across from another car, and you cannot block a driveway. Any violation needs to be reported to JSO.</p> <p>Several attendees complained about not being able to walk on the sidewalk because they are blocked with parked cars. Another resident requested that we park in the direction of traffic.</p> <p>Speeding along Cypress Trails Drive has been brought to the attention of the Board. We investigated speed bumps, but per the city regulations we are not eligible.</p> <p>A resident brought a new problem to the attention of the Board. Large trucks mistakenly pull into Cypress Trails not realizing there is no exit. When they reach the end of Aspen Leaf they are forced to turn around in the cul-de-sac which results in some damage. Rich agreed to investigate installation of a sign at the entrance to help address this problem.</p> <p>It was advised that there were many new neighbors in the neighborhood and someone requested we have a welcome wagon. The Board does have a welcome wagon, but due to Covid-19 restrictions it has not been active.</p>
Trash / Recycling	<p>Two problems are occurring. 1) Yard waste pickup is on Wednesday, but many residents are putting it down by the curb many days before. It should not be put by the curb until Tuesday evening. 2) Every other Friday there is recycling and bulk pickup. The city has often missed the bulk pickup. When this occurs you can contact the city (630-CITY) or contact one of the board members to see when the pickup will be made.</p>
OPEN FORUM	No subjects or questions were raised.
ADJOURNMENT	Meeting was adjourned at 8:15 pm