MINUTES OF THE JOINT BOARD OF DIRECTORS
And ARB MEETING
CYPRESS SPRINGS OWNERS' ASSOCIATION
September 14th, 2026

The September 14th, 2026, Board of Directors, and Joint ARB Meeting of the Cypress Springs Owners Association was called to order at 7:04 PM by President, Bob Doane. The meeting was held at the Cypress Springs Clubhouse. A quorum of the ARB Committee as well as the Board of Directors was established with Winston Cooke, John Passarella, Bob Doane and Chris Filichia. The management company was represented by Evan Valencia of Folio Association Management.

The Proof of Notice for the Board of Directors, and ARB Meeting was signed by Bob.

Minutes Approval

Winston motioned and John seconded the motion to approve August 10th, 2026, Meeting Minutes. All in favor and the motion passed.

Approval of Financials

- Winston spoke about the current budget and discussed the potential need to establish a reserve fund for future maintenance costs. A significant concern was raised regarding the long-term sustainability of the maintenance committee. John suggested budgeting extra funds now to prepare for when professional services may eventually need to replace volunteer labor.
- John motioned, and Bob seconded the motion to approve the July 2026 financials. All in favor and the motion passed.

Landscape Committee

- The Treasurer reported that Phase III of the landscaping replacement program was expected to be postponed until the following year.
- Juniper is currently having a challenge in safely cutting the grass due to the wet condition caused by the daily rainfall. They will plan to be out Oct. 9th.

Maintenance / Pool

- Louis Gil reported on recent improvements to pool water chemistry via an automatic chemical feeder system. The system provides real-time sampling and adjustments, which has significantly improved water clarity. Louis noted that while current results are positive, the true test will be during high-volume usage next summer.

- Tom mentioned that Lane Electronics is scheduled to repair cables for both the tennis court and pool gates.

Architectural Review Board (ARB)

- A resident from Branch Water raised concerns about a newly installed fence built within a drainage easement that may cause flooding. The owner that installed the fence obtained county permission, but such structures are prohibited by HOA governance documents because they alter water flow. The board decided to investigate whether the original ARB submission included accurate property layouts and easement information to determine if approval was based on incomplete data. Will also obtain legal opinion.
- A request to widen a driveway to accommodate three cars across was discussed in relation to existing architectural guidelines and prior approvals. Participants indicated that the request had been denied, and the homeowner had challenged the decision; the previous Board vote was confirmed.

Collections

- The Board reviewed collections, including amounts of $7,367 and $1,278.
- The quarterly collections report will be presented at the next meeting.

Legal

- The quarterly collections report will be presented at the next meeting.
- Evan of a successful mediation with a resident regarding property maintenance and yard shrubbery issues. As part of the settlement, the resident agreed to hire professional lawn care and will pay monthly legal fees of $125 toward association costs.

Violation Report

- The Board reviewed the violation report.

Marsh Cove:

- The matter regarding mowing is proceeding to mediation. The Board discussed settlement authority.
- Bob motioned and Chris seconded the motion to have the association manager, Evan Valencia, have settlement authority for mediation. All in favor and the motion passed.

Security Cameras

- The Board discussed security cameras and the need to follow the rules and regulations included in the board package.
- Security camera footage may be provided to a resident upon receipt of a police report. Footage may also be provided directly to law enforcement when requested.

Meeting Notice

- The next meeting will be properly noticed to the community at least **14 days in advance**.

Fences

- The Board is reviewing the fence issue and will bring the matter back for discussion at the next meeting. The item will be properly noticed to the community at least 14 days prior to the meeting.

Driveways

- The Board discussed driveways. The matter will be placed on the agenda and properly noticed for the next meeting.

Power Outages / Streetlights

- The power outage to the light poles has been fixed by Duke Energy.

Christmas Light – Volunteers

- The board agreed to send out a weekly email blast asking for volunteers to help put up Christmas Lights. Subdivisions with no volunteers will not have Christmas lights this year.

Duck Relocation

- Tom and Larry will find a way to relocate the ducks that are around the lagoons.

Adjournment

Bob motioned to adjourn the meeting at **8:17 p.m.**

The next meeting will be held on Monday, October 12, 2026