

CYPRESSWOOD PLACE COMMUNITY  
IMPROVEMENT ASSOCIATION, INC.

MINUTES OF MEETING OF  
November 25, 2025

STATE OF TEXAS  
COUNTY OF HARRIS

The Board of Directors of the Cypresswood Place Community Improvement Association, Inc. met in a regular meeting at Harris County WCID No.132 Water Plant located at 4107 Evening Trail Drive, Spring, Texas 77388, and via teleconferences on the 25th day of November 2025, at 6:00 pm. Those present:

Jane Warren	President
Peggy Batson	Vice President
David Brookshire	Secretary
Olav Unger	Treasurer
Bob McAdams	Director

Four members of the Board were present in person or via teleconference. Also, in attendance in person or teleconference was Ellie Javier, and Stacy Berryman (T). The meeting was called to order at 6:06 PM by Jane Warren, who welcomed the Owners in attendance. Jane thanked those in attendance. Jane also reminded everyone of the need to complete and submit an Architectural Request before making substantial changes to their home per our governing documents (available at <https://www.cypresswoodplace.com/wp-content/uploads/2022/11/Architectural-Control-Request-Form-1.pdf>)

**REVIEW AND APPROVE MINUTES OF THE OWNER'S MEETING OF May 20th, 2025:**

David Brookshire discussed the minutes from the Owner's meeting on May 20th, 2025, and has made copies available on our website. **Olav Unger moved to accept the minutes as presented. The motion was seconded and approved unanimously.**

**FINANCIAL REPORT:**

Olav Unger reviewed current community financial status, noting that we are within budget for the year, and no unplanned expenses have been incurred. There have been some variances in Landscaping, but within budget. Sprinkler repairs have been performed. Interest rates have remained higher than expected, continuing to provide addition investment income to the community. An increase in garbage collection fees is expected in April. Our new five-year trash contract will continue through 2030. The community electrical contact is expiring soon.

**Bob McAdams moved to accept the financial report as presented. Upon a second, the motion was approved unanimously.**

**LANDSCAPING REPORT**

Peggy Batson discussed the status of our community landscaping including new flowers, mulch, and tree trimming. The sprinkler repair noted above has addressed some dying foliage.

## ARCHITECTURAL REPORT

No architectural requests have been received since the previous meeting.

## PUBLIC COMMENT

No comment.

## REVIEW 2026 BUDGET

The Board reviewed the 2026 budget, and determined the dues for the next year. **Bob McAdams moved that the budget be accepted as discussed, and the dues set at \$1,300/lot. Upon a second, the motion was carried unanimously.**

## NEWSLETTER

The Board discussed this year's newsletter, and the sections to be written. Board members will send their sections to David Brookshire by December 5th and the newsletter will be assembled on the following day.

## EXECUTIVE SESSION

Executive session at 6:43PM. The board determined that it was possible to offer a per-lot rebate of \$50/property, without adversely impacting the community finances. This will be reflected in the annual notice being sent in December.

## ADJOURNED

The meeting was adjourned at 7:10PM.

Respectfully Submitted,

*David Brookshire*

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David Brookshire, Secretary