

**MINUTES OF THE MEETING OF THE  
BOARD OF DIRECTORS OF THE  
RANCH AT CYPRESS CREEK HOMEOWNERS ASSOCIATION, INC.  
May 16, 2013**

A meeting of the Board of Directors of the Ranch at Cypress Creek Homeowners Association, Inc. was held at 6:30 p.m. at 14050 Summit Dr. Austin, Texas pursuant to notice attached hereto as Exhibit "A".

Directors in attendance were Elena Barrett, Troy Fielding and Larry Yetter. Also in attendance was Sabrina Washburn, CMCA, PCAM representing Planned Community Management, Inc., and Gary Riffle and Dee Yetter homeowners in the community.

A quorum being established the meeting was called to order at 6:40 p.m.

The first item for discussion was the minutes from the April Board of Directors meeting. Upon motion duly made and seconded the minutes were approved as presented.

The financials was the next item reviewed. The financials were approved as presented.

At this time a discussion was held on sending a memo to the residents regarding lawn maintenance expectations. The Board also discussed the need to amend the ARC guidelines as it relates to xeriscaping and satellite dish installation.

PCMI was asked to provide a sample of a code of conduct for the Board to review.

Ms. Yetter updated the Board on the trash service issue that the MUD is currently working on. She also asked the Board if she would have permission to serve as liason between the MUD and the HOA. The Board stated general communication is okay but there would be on decision authority.

At this time the Board adjourned into executive session at 8:10 p.m.

The Board adjourned out of executive session at 9:45 p.m.

The following decisions were made in executive session.

PCMI was instructed to send a letter to property owner at 1304 Purdue Cove that the fence has to be relocated per previous discussion.

There being no further business the meeting was adjourned at 9:35 p.m.

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Director

**RANCH AT CYPRESS CREEK HOA**

Detail ledger

Low:  
High:

Gen ....Sub Description

Cash in Banks

....WELLS FARGO

BALANCE FORWARD

YUGMA & HEMINGWAY  
AMAZON

....NEW FIRST BANK

BALANCE FORWARD

WATKINS INSURANCE GR  
ROBERTS, MARKEL, WEI  
AFFLECK, HEATHER  
BARTLEY & SPEARS, P.  
PLANNED COMMUNITY MA  
SMARTWEBS  
CASH OFFSET  
CASH OFFSET  
CASH OFFSET  
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CASH OFFSET

TITLE INFORMATION CE  
RILEY, RUBY  
WALTER, LEAH  
TITLE INFORMATION CE  
PLANNED COMMUNITY MA

GEN TOTAL

Temporary Investments

....WELLS FARGO - MM

BALANCE FORWARD

GEN TOTAL

FINAL TOTAL

0 00  
999999999 79

0  
9999999999999

01/00/13 1110  
06/24/13 1199

Low:  
High:

Gen ....Sub Description

Cash in Banks

....WELLS FARGO

BALANCE FORWARD

YUGMA & HEMINGWAY  
AMAZON

....NEW FIRST BANK

BALANCE FORWARD

WATKINS INSURANCE GR  
ROBERTS, MARKEL, WEI  
AFFLECK, HEATHER  
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PLANNED COMMUNITY MA  
SMARTWEBS  
CASH OFFSET  
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CASH OFFSET

TITLE INFORMATION CE  
RILEY, RUBY  
WALTER, LEAH  
TITLE INFORMATION CE  
PLANNED COMMUNITY MA

GEN TOTAL

Temporary Investments

....WELLS FARGO - MM

BALANCE FORWARD

GEN TOTAL

FINAL TOTAL

Mo Change

Balance

Credit

Debit

Reference

Cross Ref Jrnl

Sub

Date Gen

173,825.15

77.43-

43.81-

121.24-

173,703.91 \*

71,919.53

1,673.00-

900.00-

51.06-

135.00-

1,639.41-

94.18-

467.08

632.21

125.00

120.00

1,620.00

2,990.00

240.00

3,360.00

960.00

6,021.64

77,941.17

18.40-

75.00-

75.00-

18.40-

1,519.83-

10,514.29

6,320.52-

249,938.45 \*\*

60.00

60.00 \*

60.00 \*\*

249,998.45 !!

RANCH AT CYPRESS CREEK HOA

Detail ledger

Gen ....Sub Description

Low:

High:

01/00/13	1110	0							
06/24/13	1199	999999999999	Sub	999999999 79	Cross Ref	Jrnl	Reference	Debit	Credit

Balance

Mo Change

Credit

Debit

Reference

Cross Ref Jrnl

Sub

Gen

Date

05/00/13 05/31/13 Actual	05/00/13 05/31/13 Budget	Over/Under	Pct	% O/U	Acct #	Account Description	ASSETS	01/00/13 12/31/13 Actual	01/00/13 12/31/13 Budget	Over/Under	Pct	% O/U
5,900.40	.00	5,900.40			1110	Cash in Banks	CURRENT ASSETS	249,938.45	.00	249,938.45		
.00	.00	.00			1120	Temporary Investments		60.00	.00	60.00		
5,900.40	.00	5,900.40				TOTAL CURRENT ASSETS		249,998.45	.00	249,998.45		
5,900.40	.00	5,900.40				TOTAL ASSETS		249,998.45	.00	249,998.45		
.00	.00	.00			2711	Prepaid Assessments	DEFERRED REVENUE	3.29	.00	3.29		
.00	.00	.00				TOTAL DEFERRED REVENUE		3.29	.00	3.29		
.00	.00	.00			3910	Retained Earnings	CAPITAL	251,730.71	.00	251,730.71		
5,900.40	1,804.00	4,096.40		227.07	3920	Current Year Income / (Loss)		1,735.55	.00	1,735.55		
5,900.40	1,804.00	4,096.40		227.07		TOTAL CAPITAL		249,995.16	.00	249,995.16		
5,900.40	1,804.00	4,096.40		227.07		TOTAL LIABILITIES & CAPITAL		249,998.45	.00	249,998.45		

05/00/13		05/00/13		Acct #	Description	Pct	% O/U	Over/Under	01/00/13		Pct	% O/U
Actual	Budget	Actual	Budget						Actual	Budget		
197.69	.00	197.69	.00	4111	Prior Years Assessments	1.88	2,611.48	801.69	35,744.00	801.69	5.42	70.26-
9,680.00	357.00	9,323.00	9,323.00	4121	Maint Fees/Curr Yr/Resident	92.07	82.44-	10,631.80	300.00	25,112.20-	71.91	83.24-
4.39	25.00	20.61-	20.61-	4205	Interest Income	.04	100.00-	50.27	120.00	249.73-	.34	100.00-
.00	10.00	10.00-	10.00-	4312	Attorney Fees-Maintenance Fees			.00	.00	125.00	.85	
.00	.00	.00	.00	4315	Lien Fee			125.00	.00	15.00	.10	
.00	.00	.00	.00	4610	Collection Cost			15.00	.00	15.00	.10	
632.21	633.00	79.00	79.00	4643	Reimburse Restrictive Cov.	6.01	100.00-	3,161.05	7,596.00	4,434.95-	21.38	58.39-
.00	17.00	17.00-	17.00-	4710	Miscellaneous			.00	200.00	200.00		100.00-
10,514.29	1,042.00	9,472.29	9,472.29		TOTAL INCOME	100.00	909.05	14,784.81	43,960.00	29,175.19-	100.00	66.37-
2,350.00	2,298.00	52.00	52.00		TOTAL PROFESSIONAL SERVICES	22.35	2.26	11,372.50	29,218.00	17,845.50-	76.92	61.08-
.00	.00	.00	.00	6120	Audit			.00	1,350.00	1,350.00-		100.00-
.00	.00	.00	.00	6130	Tax Preparation			.00	300.00	300.00		100.00-
900.00	250.00	650.00	650.00	6160	Legal	8.56	260.00	900.00	3,000.00	2,100.00-	6.09	70.00-
.00	167.00	167.00-	167.00-	6161	Legal - Deed Rest Enforcement			666.50	2,000.00	1,333.50-	4.51	66.68-
135.00	542.00	407.00-	407.00-	6162	Legal - Maint Fee Collection	1.28	75.09-	691.00	6,500.00	5,809.00-	4.67	89.37-
1,300.00	1,339.00	39.00-	39.00-	6210	Management Fee	12.36	2.91-	9,100.00	16,068.00	6,968.00-	61.55	43.37-
15.00	.00	15.00	.00	6350	STORAGE FEES	.14		15.00	.00	15.00	.10	
2,350.00	2,298.00	52.00	52.00		TOTAL PROFESSIONAL SERVICES	22.35	2.26	11,372.50	29,218.00	17,845.50-	76.92	61.08-
.00	.00	.00	.00	7120	Rent Expense			190.00	.00	190.00	1.29	
58.50	30.00	28.50	28.50	7121	Storage Fee	.56	95.00	342.00	360.00	18.00-	2.31	5.00-
.00	20.00	20.00-	20.00-	7122	Title Search			36.80	240.00	203.20-	.25	84.67-
43.81	.00	43.81	.00	7130	Office Supplies	.42		50.63	.00	50.63	.34	
36.75	150.00	113.25-	113.25-	7131	Copies	.35	75.50-	359.27	1,800.00	1,440.73-	2.43	80.04-
229.16	150.00	79.16	79.16	7132	Postage	2.18	52.77	532.99	1,800.00	1,267.01-	3.60	70.39-
.00	5.00	5.00-	5.00-	7133	Delivery/Fax Transmittals			.00	60.00	60.00-		100.00-
1,673.00	.00	1,673.00	.00	7140	Insurance	15.91	100.00-	2,495.00	2,752.00	257.00-	16.88	9.34-
51.06	.00	51.06	.00	7160	Community Events	.49		354.08	3,500.00	3,145.92-	2.39	89.88-
.00	75.00	75.00-	75.00-	7161	Lawn of the Month			225.00	875.00	650.00-	1.52	74.29-
94.18	33.00	61.18	33.00	7165	Internet/Web Services	.90	185.39	304.62	400.00	95.38-	2.06	23.85-
77.43	75.00	2.43	2.43	7169	Meetings	.74	3.24	257.47	900.00	642.53-	1.74	71.39-
.00	10.00	10.00-	10.00-	7410	Miscellaneous G & A			.00	120.00	120.00		100.00-
2,263.89	548.00	1,715.89	1,715.89		TOTAL OTHER EXPENSES	21.53	313.12	5,147.86	12,807.00	7,659.14-	34.82	59.80-
4,613.89	2,846.00	1,767.89	1,767.89		TOTAL EXPENSES	43.88	62.12	16,520.36	42,025.00	25,504.64-	111.74	60.69-
5,900.40	1,804.00-	7,704.40	7,704.40		NET INCOME (LOSS)	56.12	427.07-	1,735.55-	1,935.00	3,670.55-	11.74-	189.69-
.00	.00	.00	.00	9805	Capital Reserve Contribution			.00	1,935.00	1,935.00-		100.00-