

**MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS OF THE
RANCH AT CYPRESS CREEK HOMEOWNERS ASSOCIATION, INC.
August 15, 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 and Eva Holguin representing planned Community Management, Inc., and Dee Yetter homeowner in the community.

A quorum being established the meeting was called to order at 6:42 p.m.

The first item of discussion was the detention area which belongs to the City of Cedar Park as confirmed by conversation between Larry Yetter and the City.

The Board discussed the retention policy and destruction of old records. PCMI was asked to contact Veritrust to confirm cost for shredding, etc.

The next item for discussion was the minutes from the June 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.

Proposal for audit was presented. The Board asked PCMI to ask if he would do the audit and tax return for \$1550.

At this time the Board adjourned and went into executive session at 8:30 p.m

Dee Yetter reviewed the proposed guidelines for Xeroscaping.

Sabrina suggested that when the ARC gets finalized to have the attorney compile guidelines in one document for recording.

Adjourned out of executive session at 9:20 pm.

The Board authorized letter to be sent to owner on Del Roy in reference to yard art.

The Board also approved attorney action on one property and authorized PCMI to send a 10 day letter for lawn maintenance on one property.

There being no further business the Executive Session and the meeting was adjourned at 9:25 p.m.

Director

Gen ...Sub Description
 Cash in Banks
 ...WELLS FARGO

Gen ...Sub Description
 BALANCE FORWARD 08/00/13 1110 31 0 00 999999999 79 173,518.85 173,518.85 *

...NEW FIRST BANK

Gen ...Sub Description
 BALANCE FORWARD 08/00/13 1110 131 0 00 999999999 79 93,668.74

Gen	Sub	Description	Date	Gen	Sub	Cross Ref	Jrnl	Reference	Debit	Credit	Mo Change	Balance
		CASH OFFSET	08/02/13	1110	131	0	30	CRJ 1308020	120.00			
		CASH OFFSET	08/05/13	1110	131	0	30	CRJ 1308050	120.99			
		CASH OFFSET	08/06/13	1110	131	0	30	CRJ 1308060	140.00			
		SMARTWEBS	08/06/13	1110	131	1449	40	CDJ 2000115		94.18-		
		EMMETT, CHARLES AND	08/06/13	1110	131	1957	40	CDJ 2000116		75.00-		
		CASH OFFSET	08/07/13	1110	131	0	30	CRJ 1308070	132.00			
		HOLCOMB, RICKY	08/08/13	1110	131	1956	40	CDJ 2000117		75.00-		
		CASH OFFSET	08/09/13	1110	131	0	30	CRJ 1308090	155.00			
		CASH OFFSET	08/09/13	1110	131	0	30	CRJ 1308090	1,264.42			
		CASH OFFSET	08/12/13	1110	131	0	30	CRJ 1308120	123.00			
		CASH OFFSET	08/12/13	1110	131	0	30	CRJ 1308120	240.00			
		CASH OFFSET	08/19/13	1110	131	0	30	CRJ 1308190	240.99			
		CASH OFFSET	08/19/13	1110	131	0	30	CRJ 1308190	150.00			
		CASH OFFSET	08/19/13	1110	131	0	30	CRJ 1308190	122.01			
		CASH OFFSET	08/21/13	1110	131	0	30	CRJ 1308210	122.01			
		CASH OFFSET	08/22/13	1110	131	0	30	CRJ 1308220	120.00			
		CASH OFFSET	08/23/13	1110	131	0	30	CRJ 1308230	122.01			
		CASH OFFSET	08/23/13	1110	131	0	30	CRJ 1308230	364.02			
		CASH OFFSET	08/26/13	1110	131	0	30	CRJ 1308260	272.01			
		CASH OFFSET	08/27/13	1110	131	0	30	CRJ 1308270	122.01			
		CASH OFFSET	08/31/13	1110	131	0	30	CRJ 1308310	1,452.00			
		PLANNED COMMUNITY MA	08/31/13	1110	131	1445	40	CDJ 2000119		1,490.22-	3,526.06	97,194.80
		PLANNED COMMUNITY MA	09/03/13	1110	131	1445	40	CDJ 2000118		125.00-		
		PLANNED COMMUNITY MA	09/03/13	1110	131	1445	40	CDJ 2000120		150.00-		
		PLANNED COMMUNITY MA	09/03/13	1110	131	1445	40	CDJ 2000121		1,375.77-		
		NIEMAN AND HEYER, LL	09/03/13	1110	131	3302	40	CDJ 2000122		385.00-		
		ROBERTS, MARKEL, WEI	09/03/13	1110	131	1869	40	CDJ 2000123		1,150.20-		
		HOLCOMB, RICKY	09/03/13	1110	131	1956	40	CDJ 2000124		75.00-		
		EMMETT, CHARLES AND	09/03/13	1110	131	1957	40	CDJ 2000125		75.00-		
		ROBERTS, MARKEL, WEI	09/06/13	1110	131	1869	40	CDJ 2000126		50.00-	3,386.97-	93,808.83 *

GEN TOTAL

5,260.46 5,120.37- 267,327.68 **

08/00/13 08/31/13 Actual	08/00/13 08/31/13 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
3,526.06	.00	3,526.06	.00			CURRENT ASSETS		267,327.68	.00	267,327.68		
.00	.00	.00			1110	Cash in Banks		60.00	.00	60.00		
					1120	Temporary Investments						
3,526.06	.00	3,526.06				TOTAL CURRENT ASSETS		267,387.68	.00	267,387.68		
3,526.06	.00	3,526.06				TOTAL ASSETS		267,387.68	.00	267,387.68		
44.99	.00	44.99				DEFERRED REVENUE		178.28	.00	178.28		
					2711	Prepaid Assessments		178.28	.00	178.28		
44.99	.00	44.99				TOTAL DEFERRED REVENUE		178.28	.00	178.28		
.00	.00	.00				CAPITAL		251,730.71	.00	251,730.71		
					3910	Retained Earnings		15,478.69	.00	15,478.69		
3,481.07	374.00	3,107.07			3920	Current Year Income / (Loss)		267,209.40	.00	267,209.40		
3,481.07	374.00	3,107.07				TOTAL CAPITAL		267,209.40	.00	267,209.40		
3,526.06	374.00	3,152.06				TOTAL LIABILITIES & CAPITAL		267,387.68	.00	267,387.68		

08/00/13	08/00/13	08/00/13	Over/Under	Acct #	Account Description	01/00/13	01/00/13	Over/Under	Pct	% O/U
Actual	Budget					Actual	Budget			
126.00	.00		126.00	4111	Prior Years Assessments	1,866.56	.00	1,866.56	4.77	
3,618.06	1,787.00		1,831.06	4121	Maint Fees/Curr Yr/Resident	31,737.05	35,744.00	4,006.95	81.16	11.21
56.18	25.00		31.18	4205	Interest Income	184.17	300.00	115.83	.47	38.61
.00	10.00		10.00	4312	Attorney Fees-Maintenance Fees	.00	120.00	120.00		100.00
.81	.00		.81	4315	Lien Fee	245.90	.00	245.90	.63	
.00	.00		.00	4610	Collection Cost	15.00	.00	15.00	.04	
1,264.42	633.00		631.42	4643	Reimburse Restrictive Cov.	5,057.68	7,596.00	2,538.32	12.93	33.42
150.00	17.00		133.00	4710	Miscellaneous	.00	200.00	200.00		100.00
5,215.47	2,472.00		2,743.47		TOTAL INCOME	39,106.36	43,960.00	4,853.64	100.00	11.04

1,300.00	2,298.00	998.00	24.93	43.43
EXPENSES				
PROFESSIONAL SERVICES				
.00	.00	.00	.00	1,350.00
.00	.00	.00	.00	300.00
.00	250.00	250.00	1.12	300.00
.00	167.00	167.00	1.00	2,000.00
.00	542.00	542.00	24.93	6,500.00
1,300.00	1,339.00	39.00	2.91	13,000.00
.00	.00	.00	.00	15.00
1,300.00	2,298.00	998.00	24.93	17,277.70
TOTAL PROFESSIONAL SERVICES				

1,734.40	2,846.00	1,111.60	33.25	39.06
OTHER EXPENSES				
.00	.00	.00	.00	190.00
58.50	30.00	28.50	1.12	517.50
.00	20.00	20.00	1.00	36.80
.00	.00	.00	.00	87.65
25.33	150.00	124.67	.49	434.84
103.63	150.00	46.37	1.99	864.04
2.76	5.00	2.24	.05	3.73
.00	.00	.00	.00	2,495.00
.00	.00	.00	.00	354.08
150.00	75.00	75.00	2.88	525.00
94.18	33.00	61.18	1.81	398.80
.00	75.00	75.00	1.00	442.53
.00	10.00	10.00	1.00	.00
434.40	548.00	113.60	8.33	6,349.97
TOTAL OTHER EXPENSES				

3,481.07	3,74.00	3,855.07	66.75	1,030.77
TOTAL EXPENSES				
1,734.40	2,846.00	1,111.60	33.25	23,627.67
TOTAL INCOME (LOSS)				
.00	.00	.00	.00	15,478.69
NET INCOME (LOSS)				
.00	.00	.00	.00	1,935.00
9805 Capital Reserve Contribution				

15,478.69	1,935.00	13,543.69	39.58	659.93
15,478.69	1,935.00	13,543.69	39.58	659.93
TOTAL INCOME (LOSS)				
.00	.00	.00	.00	1,935.00
9805 Capital Reserve Contribution				