

Cypress Creek Property Owners' Association, Inc.

Board of Directors' Meeting

Lake Worth Drainage District Auditorium
13081 S. Military Trail
Delray Beach, FL 33484

Thursday, March 20, 2025, at 6:30 p.m.

BOARD OF DIRECTORS' MEETING MINUTES

Present:

Aaron Hallyburton, President
Cameron Hoffman, Vice President
Julie Nicholas, Secretary
Christine Chavers, Director.
Jennifer Epstein, Director
Thomas Gulla, Director

Also Present:

Antony Cramer, AKAM

Absent:

Don Neubaum, Treasurer

Call to Order/Roll Call:

The meeting was called to order at 6:32 pm by Mr. Hallyburton, as quorum of the Board was established.

Reading and Disposal of Minutes:

A **motion** was made to approve the minutes of the Board of Directors' Meeting held on January 16, 2025, by Mr. Hoffman, with a second offered by Mr. Gulla. The motion passed 5-0, with Ms. Chavers abstaining as she was not a Director at the January 16, 2025, Board of Directors' Meeting.

A **motion** was made to approve the minutes of the Board of Directors' Organizational Meeting held on February 20, 2025, by Mr. Hoffman, with a second offered by Ms. Chavers. The motion passed 4-0, with Ms. Epstein and Mr. Gulla abstaining as they were not present at the February 20, 2025, Board of Directors' Meeting.

Manager's Report:

AKAM presented the financial report as of January 31, 2025, including delinquencies.

A motion was made to authorize the Association's attorney to foreclose the Claim of Lien on behalf of the Association for CCP4684, CCP4110, and CCP4324, contingent upon first sending another demand letter

and providing an option for a payment plan prior to foreclosure, by Ms. Chavers. The motion was seconded by Mr. Hallyburton. The motion passed 6-1, with Mr. Gulla opposed.

AKAM presented an overview of operations; including proposed BOD meeting dates, Corporate Transparency Act filing requirements, Director continuing education requirements, AT&T infrastructure upgrade, status of repairs and maintenance, and discussion of compliance enforcement efforts.

A **motion** to accept the Manager's Report was made by Mr. Hoffman, with a second offered by Mr. Hallyburton. All in favor. The motion passed, unanimously.

The Board discussed delegating the following Directors as Committee Liaisons:

- Finance – Don Neubaum
- Maintenance – Aaron Hallyburton
- Compliance Enforcement – Thomas Gulla
- Communication – Julie Nicholas
- ARC – Aaron Hallyburton
- Landscape – Jennifer Epstein
- Special Events – Cameron Hoffman
- Welcome – Christine Chavers

A **motion** to approve the Board Committee Liaisons as presented herein by Mr. Hoffman, with a second offered by Ms. Nicholas. All in favor. The motion passed, unanimously.

Committee Reports:

Reports were presented by the following committees:

- Architectural Review by Ms. Kline, Chairperson
- Maintenance by Mr. Hallyburton, Chairperson
- Communication by Ms. Nicholas, Chairperson
- Special Events by Ms. Hoffman, Chairperson
- Compliance Enforcement by AKAM.

A **motion** was made to accept all Committee Reports by Mr. Hoffman, with a second offered by Mr. Hallyburton. All in favor. The motion passed, unanimously.

Unfinished Business:

- Virtual Gate Attendants: Ms. Nicholas announced a community meeting to be held on Wednesday, March 26, 2025, where virtual gate attendant presentations will be presented.
- Lawrence Road Perimeter Wall: Ms. Nicholas announced that the Board had secured support from all Lawrence Road Members to allow for the installation of a common perimeter exterior wall.

The Board discussed creating a committee to communicate with Toll Brothers to facilitate installation of a common perimeter wall along Lawrence Road.

A **motion** was made to designate Ms. Nicholas as the board liaison to the Lawrence Road Wall Committee by Mr. Gulla. The motion was seconded by Ms. Chavers. All in favor. The motion passed, unanimously.

New Business:

- **Proposed Amendments:** The Board discussed the following proposed amendments to the Association's governing documents which:
 - Provides for a capital contribution to be paid by a new purchaser of a home in an amount equal to one year of annual dues.
 - Increases the cap on aggregate assessments, either annual or special, from the current \$350.00, up to \$400.00 per Lot, per quarter.

These proposed amendments would be subject to Member approval at a Special Members' Meeting, tentatively to be held on May 15, 2025.

The Board discussed creating a committee to canvass the community regarding the proposed amendments described herein.

A **motion** was made to designate Mr. Hallyburton as Board liaison to the community canvass committee by Ms. Chavers. The motion was seconded by Hallyburton. All in favor. The motion passed, unanimously.

Other Business: None

Public Comment:

During open forum topics discussed included: drainage considerations and delinquencies.

Adjournment:

A **motion** to adjourn the meeting was made by Mr. Hoffman, with a second offered by Mr. Hallyburton. All in favor. The meeting was adjourned at 7:42 pm.

Approved by: Julie Nicholas

Date: 4/24/25