

Cypress Creek Property Owners' Association, Inc.

Board of Directors' Meeting

Lake Worth Drainage District Auditorium

13081 S. Military Trail
Delray Beach, FL 33484

Thursday, July 17, 2025, at 6:30 pm

BOARD OF DIRECTORS' MEETING MINUTES

Present:

Aaron Hallyburton, President
Cameron Hoffman, Vice President
Christine Chavers, Director
Jennifer Epstein, Director

Also Present:

Antony Cramer, AKAM

Absent:

Don Neubaum, Treasurer
Julie Nicholas, Secretary
Thomas Gulla, Director

Call to Order/Roll Call:

The meeting was called to order at 6:36 pm by Mr. Hallyburton, as a 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 May 15, 2025, as amended, by Mr. Hoffman, with a second offered by Ms. Chavers. The motion passed 3-0, with Ms. Epstein abstaining as she was not present at the May 15, 2025, Board of Directors' Meeting.

Administrative:

Management presented the Final 2024 Financial Report. No changes noted from the draft 2024 Financial Report which was previously approved.

A **motion** was made to approve filing of the 2024 Tax Return as prepared by the Association's accountants, and to remit the \$2,807 tax payment due, by Mr. Hoffman. The motion was seconded by Ms. Chavers. All in favor. The motion passed, unanimously.

Manager's Report:

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

A **motion** was made to approve the proposed payment plan for Item #7 of the Legal Update by Mr. Hallyburton. The motion was seconded by Ms. Epstein. All in favor. The motion passed, unanimously.

A **motion** was made to approve the proposed payment plan for Item #13 of the Legal Update by Ms. Chavers. The motion was seconded by Mr. Hallyburton. All in favor. The motion passed, unanimously.

AKAM presented an overview of operations; including a proposed vehicle tow agreement.

A **motion** was made to approve a proposed vehicle tow agreement with Priority Towing, with vehicle tow authorization for all Board Directors and Management, and tow signs to be posted at each of the community's three (3) entrances, by Mr. Hallyburton. The motion was seconded by Ms. Chavers. All in favor. The motion passed, unanimously.

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

Committee Reports:

Reports were presented by the following committees:

- Architectural Review by Mr. Hallyburton, Board Liaison.
A **motion** was made by Mr. Hallyburton to appoint Ms. Barbara Foster and Mr. Geno Bair to replace Ms. Nancy Kline and Mr. Neal Elkin on the Architectural Review Committee. The motion was seconded by Mr. Hoffman. All in favor. The motion passed, unanimously.
- Special Events by Ms. Hoffman, Chairperson
- Compliance Enforcement by AKAM.
A **motion** was made to levy a fine of \$100 per occurrence, up to \$1,000 for a continuing violation for the proposed agenda item scheduled for the CEC Hearing to be held on August 20, 2025, by Mr. Hoffman. The motion was seconded by Mr. Hallyburton. All in favor. The motion passed, unanimously.

Unfinished Business:

Management presented the current tally of votes received for the proposed amendments to the Association's governing documents which will be subject to membership approval at the continuation of the Special Members Meeting, scheduled for August 7, 2025, at 6:30 pm at the Lake Worth Drainage District Auditorium.

New Business: None

Other Business: None

Public Comment:

During Open Forum topics discussed included: fallen tree on Fox Trace and debris on Caryota Drive, hurricane preparation, status of Lawrence Road easement recordings, vehicle tow procedures.

Adjournment:

A **motion** to adjourn the meeting was made by Mr. Hoffman, with a second offered by Mr. Hoffman. All in favor. The meeting was adjourned at 7:16 p.m.

Approved by: TH

Date: 8/21/25