Cypress Creek Property Owners' Association, Inc.
Board of Directors' Meeting

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

Thursday, April 24, 2025, at 6:30 p.m.

BOARD OF DIRECTORS' MEETING MINUTES

Present:
Cameron Hoffman, Vice President
Don Neubaum, Treasurer
Julie Nicholas, Secretary
Christine Chavers, Director.
Jennifer Epstein, Director

Also Present:
Antony Cramer, AKAM

Absent:
Aaron Hallyburton, President
Thomas Gulla, Director

Call to Order/Roll Call:
The meeting was called to order at 6:32 pm by Mr. Hoffman, as quorum of the Board was established.

Reading and Disposal of Minutes:
A **motion** was made to approve the minutes (with edits) of the Board of Directors' Meeting held on March 20, 2025, by Mr. Hoffman, with a second offered by Ms. Chavers. The motion passed 4-0, with Mr. Neubaum abstaining as he was present at the March 20, 2025, Board of Directors' Meeting.

Treasurer's Report:
Mr. Neubaum presented the financial report as of March 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 CCP9569 and CCP9311, contingent upon first sending another demand letter and providing an option for a payment plan prior to foreclosure, by Mr. Hoffman. The motion was seconded by Ms. Chavers. During discussion, Ms. Epstein directed management to advise the Association's attorney that CCP9569 was currently listed for sale. After discussion the vote on the motion proceeded. All in favor. The motion passed, unanimously.

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

Manager's Report:

AKAM presented an overview of operations; including proposed BOD meeting dates, Corporate Transparency Act filing exemption, Director continuing education requirements, AT&T infrastructure upgrade completion, and the status of repairs and maintenance items.

A **motion** was made to approve proposal dated April 24, 2025, from All County National Pavement Management Solutions to repair the potholes throughout the community for $3,496, to be paid from Reserves, by Mr. Neubaum. The motion was seconded by Mr. Hoffman. All in favor. The motion passed unanimously.

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

Committee Reports:

Reports were presented by the following committees:

- Architectural Review by Ms. Kline, Chairperson
- Communication by Ms. Nicholas, Chairperson
- Landscaping by Mr. Elkin, Chairperson
- Special Events by Ms. Hoffman, Chairperson
- Compliance Enforcement by AKAM. Results for the CEC Hearing held on April 23, 2025, and the proposed agenda items for the CEC Hearing to be held on May 15, 2025, were presented.

  A **motion** was made to levy a fine of $100 per occurrence, up to $1,000 for a continuing violation for the proposed agenda items scheduled for the CEC Hearing to be held on May 14, 2025, by Mr. Neubaum. The motion was seconded by Ms. Chavers. All in favor. The motion passed, unanimously.

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

Unfinished Business:

Proposed Amendments to the Association's Governing Documents: Mr. Neubaum discussed proposed amendments to:

(1) provide for a capital contribution by resale purchasers of one year of annual dues,
(2) increase the quarterly maintenance assessment from $350 to $400, and
(3) revise the threshold of member approval need for future increases to the assessment.

These proposed amendments will be subject to member vote at a Special Members' Meeting to be held on May 15, 2025.

New Business: 2024 Annual Report: The Board discussed the draft 2024 Annual Report as prepared by the Association's accountants. Approval was held, subject to further review.

Other Business: None

Public Comment:

During open forum topics discussed included: fining process for signs, food drive considerations, paving of roadways, non-member contributions, pet care responsibilities.

Adjournment:

A **motion** to adjourn the meeting was made by Mr. Hoffman, with a second offered by Mr. Neubaum. All in favor. The meeting was adjourned at 8:04 pm.

Approved by: ______________________ Date: 5/15/25