

Cypress Creek Property Owners Association, Inc.

Board of Directors Meeting

The Owl Country Grill
4953 Le Chalet Blvd. #5
Boynton Beach, FL 33436

July 19, 2023

BOARD OF DIRECTORS MEETING MINUTES

Present:

John Quatrini, President
Cameron Hoffman, Vice President
Kelly Chiarella, Secretary
Don Neubaum, Treasurer
Brad Anyzeski, Director
Aaron Hallyburton, Director

Also Present:

Antony Cramer, Tallfield Management

Absent:

Thomas Gulla, Director

Call to Order/Roll Call:

The meeting was called to order at 6:30 pm by Mr. Quatrini as a quorum of the board was established.

Reading and Disposal of Minutes:

A **motion** was made to approve the minutes, as amended, of the **May 17, 2023 Board of Directors** meeting was made by Ms. Chiarella, with a second offered by Mr. Anyzeski. The motion passed 3-0, with Mr. Anyzeski, Mr. Hallyburton and Mr. Neubaum abstaining as they were not present at the May 17, 2023 Board of Directors meeting.

A **motion** was made to approve the minutes of the **June 6, 2023 Board of Directors** meeting by Mr. Anyzeski, with a second offered by Mr. Hallyburton. The motion passed 4-0, with Mr. Neubaum and Mr. Hoffman abstaining as they were not present at the June 6, 2023 Board of Directors meeting.

A **motion** was made to approve the minutes of the **June 21, 2023 Board of Directors** meeting by Mr. Neubaum, with a second offered by Mr. Hallyburton. The motion passed 5-0, with Mr. Hoffman abstaining as he was not present at the June 21, 2023 Board of Directors meeting.

Committee Announcement:

Mr. Quatrini provided an overview of the proposed golf course development project as presented by Toll Brothers and proposed a committee, with Mr. Neubaum as Board liaison, to gather community feedback and provide recommendations to the Board.

A **motion** was made to establish a committee of five (5) community members, with Mr. Neubaum as Board liaison, to gather community feedback and provide recommendations to the Board on the proposed golf course development project as presented by Toll Brothers, by Ms. Chiarella. The motion was seconded by Mr. Hallyburton. All in favor. The motion passed, unanimously.

Management's Report:

Management presented a review of operations which included: an update on perimeter wall repairs, and an update on the community's improvement project, including vendor proposals.

A **motion** to accept the management report was made by Ms. Chiarella, with a second offered by Mr. Hallyburton. All in favor. The motion passed unanimously.

A **motion** was made to confirm prior approval of a proposal from Miner to install two (2) gate operators and loop detector modules for \$12,633.13, by Mr. Hoffman. The motion was seconded by Mr. Hallyburton. All in favor. The motion passed, unanimously.

A **motion** was made to approve proposal, dated June 20, 2023, from Hartzell Painting, to prepare and paint the two guardhouses, outside perimeter walls (including four sets of entry wall lettering), gates and railing for \$28,213, with vendor to provide electricity and to obtain water for pressure cleaning from guardhouse, by Mr. Hallyburton. The motion was seconded by Ms. Chiarella. All in favor. The motion passed, unanimously.

A **motion** was made to approval proposal #55, dated August 24, 2022, from The Groundskeeper to trim and clean the bushes off the west perimeter wall adjacent to YMCA for \$1,725 by Mr. Neubaum. The motion was seconded by Mr. Anyzeski. All in favor. The motion passed, unanimously.

A **motion** was made to approve proposals #48 and #49, dated July 18, 2023, from The Groundskeeper for landscape enhancements, irrigation modifications, and to prepare landscaping for perimeter wall painting for an amount totaling of \$48,668, by Mr. Neubaum. The motion was seconded by Mr. Hallyburton. All in favor. The motion passed, unanimously.

Treasurer's Report:

Mr. Neubaum presented the treasurer's report which included: a review of the June 30, 2023 financial statements and outstanding receivables, and an updated recommendation for the transfer of a portion of the Association's funds to other financial institutions to improve the Association's rate of return.

A **motion** to accept the treasurer's report and fund transfer recommendations as presented was made by Mr. Hoffman, with a second offered by Mr. Hallyburton. All in favor. The motion passed unanimously.

Collections:

A **motion** was made to counter the settlement offer for Item #2 of the June 30, 2023 Aging Report to include all amounts due to the Association by Mr. Neubaum. The motion was seconded by Ms. Chiarella. All in favor. The motion passed, unanimously.

A **motion** was made to authorize the Association's attorney to foreclose the claim of lien for Item #5 of the June 30, 2023 Aging Report and provide the initial cost advance of \$825 by Ms. Chiarella. The motion was seconded by Mr. Anyzeski. All in favor. The motion passed, unanimously.

A **motion** was made to authorize the Association's attorney to foreclose the claim of lien for Item #6 of the June 30, 2023 Aging Report and provide the initial cost advance of \$825 by Mr. Neubaum. The motion was seconded by Mr. Hallyburton. All in favor. The motion passed, unanimously.

A **motion** was made to counter the settlement offer for Item #15 of the June 30, 2023 Aging Report to include all amounts due to the Association by Mr. Neubaum. The motion was seconded by Ms. Chiarella. All in favor. The motion passed, unanimously.

Committee Reports:

Reports were provided by the following committees/projects:

- Architectural Review
- Communications
- Landscaping
- Special Events

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

Compliance:

Mr. Quatrini announced the resignation of Ms. Elizabeth Imms from the committee and the nomination of Ms. Christine Chavers and Ms. Jennifer Epstein to the committee.

A **motion** was made to accept the resignation of Mr. Elizabeth Imms from the compliance enforcement committee (CEC) and the to appoint Ms. Christine Chavers and Ms. Jennifer Epstein to the committee by Ms. Chiarella, with a second offered by Mr. Neubaum. All in favor. The motion passed unanimously.

The Board reviewed the agenda for the CEC Hearing scheduled for July 27, 2023.

A **motion** was made to impose a fine of \$100, or \$100 per day up to a maximum of \$1,000 for continuing violations, for each violation identified in the agenda for the CEC Hearing scheduled for July 27, 2023 by Ms. Chiarella, with a second offered by Mr. Hallyburton. All in favor. The motion passed unanimously.

New Business:

Ms. Chiarella presented proposed Board Resolution CCPOA 2023-0719 to recognize Weaver Development Corp. properties as members of the CCPOA.

A **motion** was made to adopt Resolution CCPOA 2023-0719 by Ms. Chiarella, with a second offered by Mr. Hallyburton. The motion passed 4-2, with Mr. Hoffman and Mr. Neubaum opposed.

Open Forum:

During open forum the follow matters were raised:

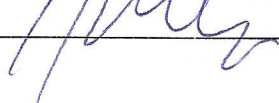
- 1) Member request that landscaping at the exterior perimeter wall adjacent to the YMCA be evaluated to determine whether landscape pruning by The Groundskeeper is required. Board agreed.
- 2) Members discussed the proposed golf course development project as presented by Toll Brothers, including: potential concessions from Toll Brothers, and the process by with community feedback is gathered and presented to the Board.
- 3) Member requested clarification of the compliance enforcement hearing process. Management provided.
- 4) Members discussed community concerns, including: vehicles parked on lawns. Management to follow-up.

Management Directives:

- The next meeting of the Board of Directors will be Wednesday, August 16, 2023 at 6:30 pm.
- The next meeting of the Architectural Review Committee will be Thursday, July 27, 2023 at 6:00 pm.
- The next meeting of the Compliance Enforcement Committee will be Thursday, July 27, 2023 at 6:30 pm.

Adjournment:

There being no further business, a **motion** to adjourn the meeting was made by Mr. Hoffman, with a second offered by Mr. Hallyburton. All in favor. The meeting adjourned at 8:38 pm.

Approved by:  _____

Date 17 AUG 2023