

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

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

Thursday, June 13, 2024, at 6:30 p.m.

BOARD OF DIRECTORS' MEETING MINUTES

Present:

Aaron Hallyburton, President
Cameron Hoffman, Vice President
Julie Nicholas, Secretary
Jennifer Epstein, Director
Thomas Gulla, Director
Mikel Kline, Director

Also Present:

Antony Cramer, Tallfield Management

Absent:

Don Neubaum, Treasurer

Call to Order/Roll Call:

The meeting was called to order at 6:30 p.m. 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 16, 2024** by Mr. Hoffman, with a second offered by Mr. Hallyburton. The motion passed 4-0, with Mr. Gulla and Mr. Kline abstaining as they were not present at the May 16, 2024 Board of Directors Meeting.

Treasurer's Report:

Tallfield Management presented the financial report as of **May 31, 2024**, including delinquencies.

A **motion** was made to approve a proposed payment plan of \$600/month for all outstanding amounts due to the Association, including legal fees, related to account #4 of the Aged Owner Balance at 5/31/2024 by Mr. Hoffman. The motion was seconded by Mr. Hallyburton. All in favor. The motion passed, unanimously.

A **motion** was made to authorize the Association's attorney to foreclose the claim of lien on account #6 of the Aged Owner Balance at 5/31/2024 and to remit the initial cost advance of \$825 by Mr. Kline. The motion was seconded by Mr. Hallyburton. The motion passed, 5-0, with Mr. Gulla abstaining.

A **motion** was made to authorize the Association's attorney to foreclose the claim of lien on account #9 of the Aged Owner Balance at 5/31/2024 and to remit the initial cost advance of \$825 by Mr. Hoffman. The motion was seconded by Mr. Hallyburton. The motion passed, 4-1, with Ms. Epstein opposed and Mr. Gulla abstaining.

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

Manager's Report:

Tallfield Management presented an overview of operations, including: community maintenance projects, traffic sign community enhancement project, and community safety considerations.

A **motion** was made to approve an amount not to exceed \$7,051 to replace two portions of perimeter fencing along Lawrence Road as described in proposal, dated 6/5/2024, from Bulldog Fence, contingent on receipt and Board review of two additional competing proposals, by Mr. Kline. The motion was seconded by Mr. Gulla. All in favor. The motion passed, unanimously.

A **motion** was made to approve an amount not to exceed \$12,805 to replace traffic signs as part of the community enhancement project based on the per unit rates described in estimate #4496, dated 6/10/2024, from Kauff's Signs & Lettering by Mr. Hoffman. The motion was seconded by Mr. Hallyburton. All in favor. The motion passed, unanimously.

A **motion** was made to accept the Manager's Report 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:

1. Architectural Review by Ms. Kline, Chairperson
2. COBWRA by Ms. Kline, Chairperson
3. Communication by Ms. Nicholas, Chairperson
4. Special Events by Ms. Hoffman, Chairperson
5. Maintenance by Mr. Hallyburton, Chairperson

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

Unfinished Business

The Board discussed the following: proposed Toll Brothers' development, gate software migration to EntrancelQ and gate attendant procedures.

New Business

The Board discussed community safety considerations, including a review of incidents reported to Palm Beach Sheriff's Office (PBSO) from within the community and the immediate surrounding area. The Board requested representatives from the gate house service provider and PBSO to attend the July 2024 Board of Directors Meeting to discuss gate attendant protocols and community safety, respectively.

Public Comment

During the open forum, topics discussed included: community safety, overgrown trees along Old Boynton Road, pot hole repairs, and landscape debris violations.

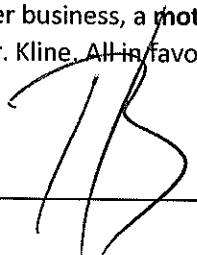
Management Directive:

- Follow up with homeowner of account #9 of the Aged Owner Balance regarding outstanding balance.
- Request two additional quotes for Lawrence Road fence replacement for the Board's consideration.

Adjournment:

There being no further business, a motion to adjourn the meeting was made by Mr. Hoffman, with a second offered by Mr. Kline. All in favor. The meeting was adjourned at 8:17 pm.

Approved by: _____



Date: 7/15/2024