

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

Lantana Road Branch Library
4020 Lantana Road
Lake Worth, FL 33462

Monday, November 13, 2023

BOARD OF DIRECTORS' MEETING MINUTES

Present:

Aaron Hallyburton, President
Mikel Kline, Secretary
Don Neubaum, Treasurer
Brad Anyzeski, Director
Jennifer Epstein, Director
Cameron Hoffman, Vice President

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. Hallyburton as a quorum of the board was established.

Mr. Hallyburton discussed the process by which the community was updated on the meeting held by representatives of the Board with Toll Brothers on September 27, 2023. Mr. Hallyburton shared an anonymous communication received to the Board and conveyed the expectation that Association members conduct themselves with appropriate decorum when communicating with the Board.

Reading and Disposal of Minutes:

A **motion** was made to approve the minutes of the **October 23, 2023, Board of Directors'** meeting by Mr. Kline, with a seconded offered by Mr. Anyzeski. The motion passed 5-0, with Mr. Hoffman abstaining as he was not present at the October 23, 2023, Board of Directors' meeting.

A review of the **October 31, 2023** Financial Statements and outstanding receivables was provided by Management.

A **motion** to authorize the Association's attorney to file a lien foreclosure action on Item #7 as presented in the Aged Owner Balance and approve the \$825 cost advance for such action was made by Mr. Hoffman, with a second offered by Mr. Neubaum. All in favor. The motion passed unanimously.

Special Members Meeting:

The Special Members Meeting is to be held on Monday, December 11, 2023 at 6:30 pm at the cul-de-sac near 9698 Vixen Circle for the purpose of adopting amendments to the Association's governing documents to provide for

- 1) a capital contribution to be paid by a new purchaser of a home in an amount equal to one year of annual dues and
- 2) an increase in the cap on aggregate assessments, either annual or special, from the current \$350, up to \$400 per Lot, per quarter.

Budget Approval Meeting:

The Directors Budget Approval Meeting is to be held Monday, December 11, 2023, immediately following the Special Members Meeting. Proposed Budget for the 2024 calendar year reflects assessments for next year of \$400 per Lot, per quarter. This is an increase of \$50 from the quarterly maintenance assessments for 2023, which is primarily due to an increase in funding for future capital expenditures and deferred maintenance.

Operations:

- Management and a representative of the Board will meet with the Association's guardhouse security vendor to discuss performance expectations.
- Mr. Hallyburton noted no new information on the proposed Toll Brothers development of the golf course.
- The Board reviewed ARC Agenda Items scheduled for the ARC Meeting to be held on November 15, 2023.
- The Board reviewed the CEC Hearing Agenda Items scheduled for the December 2023 CEC Hearing. The Board considered a variance request from a member regarding the maximum height of perimeter hedge material. The variance request was denied.

A **motion** was made to levy a fine of \$100 per incident, up to \$1,000 for a continuing violation for the CEC Hearing Agenda Items scheduled for the December 2023 CEC Hearing by Ms. Epstein. The motion was seconded by Mr. Hallyburton. All in favor. The motion passed, unanimously.

- Management presented an update of other Association matters, including the status of the community's beautification projects, and perimeter wall repairs.

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

Other Committee Reports:

Reports were provided by the following committees/projects:

- Social
- COBWRA

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

New Business:

The Board discussed the lending library located in the west community and acknowledged the member donation of a second lending library for the east community.

A **motion** was made for the second lending library to be located on Caryota Drive, across from the lift station (pending easement consideration by the Association's attorney) by Mr. Neubaum. The motion was seconded by Mr. Hoffman. All in favor. The motion passed, unanimously.

Open Forum:

During the open forum the following matters were raised:

- 1) Timely communication of matters related to the proposed development by Toll Brothers.
- 2) Suggested installation of bollard posts at corner of Lawrence Road and Old Boynton Road.
- 3) Suggested virtual guard at one entrance to the community.
- 4) Suggested Toll Brother concessions, including installation of roadway to connect east and west sides of community.
- 5) Closure of swing gates.
- 6) Holiday lighting at community entrances.
- 7) Golf cart safety concerns, especially as related to underage drivers.
- 8) Board request for member patience as it relates to the proposed Toll Brothers development process.

Upcoming Meetings:

- Special Members Meeting: Monday, December 11, 2023 at 6:30 pm at the cul-de-sac near 9698 Vixen Circle.
- Board of Directors Budget Approval Meeting: Monday, December 11, 2023, immediately following the Special Members Meeting
- The next ARC Meeting: Friday, November 15, 2023 at 6:00 pm, at 9667 Calliandra Drive.
- CEC Hearing: December 2023, date to be determined.

Adjournment:

There being no further business, a **motion** to adjourn the meeting was made by Mr. Hallyburton, with a second offered by Mr. Anyzeski. All in favor. The meeting was adjourned by Mr. Hallyburton at 7:56 pm.

Approved by: _____

Date _____