

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

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

Monday, October 23, 2023

BOARD OF DIRECTORS' MEETING MINUTES

Present:

Aaron Hallyburton, President
Mikel Kline, Secretary
Don Neubaum, Treasurer
Brad Anyzeski, Director
Jennifer Epstein, Director
Thomas Gulla, Director

Also Present:

Antony Cramer, Tallfield Management

Absent:

Cameron Hoffman, Vice President

Call to Order/Roll Call:

The meeting was called to order at 6:29 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 **September 28, 2023, Board of Directors'** meeting by Mr. Kline, with a seconded offered by Mr. Neubaum. The motion passed 5-0, with Mr. Anyzeski abstaining as he was not present at the September 28, 2023, Board of Directors' meeting.

Treasurer's Report:

Mr. Neubaum presented the treasurer's report which included: a review of the September 30, 2023, financial statements and outstanding receivables.

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

Proposed Amendment to the Association's Governing Documents:

The Board reviewed a draft Amendment to the Association's Declaration, that provides for a capital contribution of \$1,400 to be paid by a new purchaser of a home, as prepared by the Association's attorney. Mr. Kline suggested that the amount of the capital contribution be equal to the annual assessment, instead of \$1,400.

A **motion** was made to mail notice of a Special Members Meeting to adopt an Amendment to the Association's Declaration, that provides for a capital contribution equal to the annual assessment to be paid by a new purchaser of a home, to be held on Thursday, November 30, 2023, by Mr. Hallyburton. The motion was seconded by Ms. Epstein. All in favor. The motion passed, unanimously.

2024 Budget Workshop:

A budget workshop was held to determine the proposed budget for the 2024 calendar year. After discussion, the Board recommended a \$50 increase in the maintenance assessment from \$350 to \$400, per lot, per quarter, for the purpose of increasing funding for future capital expenditures and deferred maintenance.

A **motion** was made to mail notice of a Special Members Meeting to approve an assessment of \$400 per lot, per quarter for the 2024 calendar year, as recommended by the majority of the Board of Directors, to be held on Thursday, November 30, 2023, by Mr. Gulla. The motion was seconded by Mr. Klien. All in favor. The motion passed, unanimously.

Operations:

A **motion** was made to confirm prior approval of the proposal, dated October 3, 2023, from the John Galt Insurance Agency, to renew the Association's insurance policies (property, general liability, umbrella, equipment, and worker compensation) for the one-year period beginning, October 3, 2023 for \$43,808 by Mr. Neubaum. The motion was seconded by Mr. Hallyburton. All in favor. The motion passed, unanimously.

A **motion** was made to confirm prior approval of a proposal dated September 27, 2023 from Tropic Builders for site wall repairs for \$16,890 by Mr. Neubaum. The motion was seconded by Mrs. Epstein. All in favor. The motion passed, unanimously.

A **motion** was made to confirm prior approval of estimate #1093, dated August 29, 2023, from BSC Access Solutions, Inc. to replace the NVR system for the Military Trail entrance for \$3,175 by Mr. Hallyburton, with a second offered by Mr. Neubaum. All in favor. The motion passed unanimously.

The Board reviewed guardhouse security proposals and decided to remain with the Association's current service provider, High Risk Enforcement, at this time. A representative of the Board and management will meet with the vendor to discuss performance and expectations.

The Board discussed options to address speeding within the community, including the installation of speed bumps, PBSO traffic enforcement, and speed-detection cameras. A representative of the Board will obtain pricing for speed-detection cameras.

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

Architectural Review Committee Report:

Mr. Hallyburton presented those ARC Applications approved by the ARC at the committee meeting held on October 19, 2023.

The Committee recommended and the Board agreed that ARC applications will be required to be submitted at least 72 hours prior to the ARC meeting date for consideration at that ARC meeting. This requirement will be posted to the Association's website.

Other Committee Reports:

Reports were provided by the following committees/projects:

- Landscaping
- COBWRA

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

Compliance:

The Board reviewed those fines approved at the Compliance Committee Hearing held on October 4, 2023. No changes noted.

Open Forum:

During the open forum the following matters were raised:

- 1) Addition considerations to address speeding withing the community.
- 2) Request that members providing a Proxy have the option of appointing an individual or the Association Secretary as proxy holder. Board agreed.
- 3) Request for the clarification of certain documents provided related to a records request. Board provided.
- 4) Lending library and potential second library to be donated by member.

Upcoming Meetings:

- The next meeting of the Board will be Monday, November 13, 2023 at 6:30 pm at the Lantana Road Branch Library.
- The next ARC meeting will be Wednesday, November 15, 2023 at 6:00 pm, at 9667 Calliandra Drive.
- Special Members Meeting to be held, Thursday, November 30, 2023 at 6:30 pm. Location 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. Neubaum. All in favor. The meeting was adjourned by Mr. Hallyburton at 8:05 pm.

Approved by: _____

Date _____