

MINUTES OF THE JOINT BOARD OF DIRECTORS
BUDGET and ARB MEETING
CYPRESS SPRINGS OWNERS' ASSOCIATION.
October 14, 2024

The October 14th, 2024, Board of Directors, Budget and Joint ARB Meeting of the Cypress Springs Owners Association was called to order at 7:13 PM by President, Jose Vicente. The meeting was held at the Cypress Springs Clubhouse. A quorum of the ARB Committee as well as the Board of Directors was established with Jennifer Sheehan, Linda Mitchell, Gina Dreistadt, Winston Cooke, Jose Vicente, and Wayne Hunte and present. John Passarella was absent. The management company was represented by Lynn Edwards of Home River Group.

The Proof of Notice for the Budget, ARB and Board of Directors Meeting was signed by Jose Vicente, President.

MINUTES APPROVAL

Gina motioned and Wayne second the motion to accept the September 9th, 2024, Board of Directors meeting minutes as published. All in favor and the motion passed.

The OCSO Report was given by Jose.

- OCSO issued a parking ticket on Satinwood Circle
- A vehicle was caught doing donuts in the intersection and was given several tickets. The owner was not a resident of the HOA.
- Officers assisted at the 4-way stop for school crossing safety.
- Neighborhood checks.

Treasurer's Report: Winston

- The HOA is approximately \$40,000 over budget.
- The September Financials are still in draft mode and not approved yet.
- ***Winston motioned and Jen second the motion to approve the 2025 budget as presented. This would increase the single family home quarterly assessments to \$170 per quarter and the Townhouses would increase to \$105 per quarter. All in favor and the motion passed.***
- ***Winston motioned and Jen second the motion to authorize Home River Group to proceed with year end financial reporting as quoted. All in favor and the motion passed.***
- ***Winston motioned and Jen second the motion to authorize Home Group to transfer year-end reserve interest to all reserve accounts prorated by balances. All in favor and the motion passed.***
- ***Winston motioned and Jen second the motion to authorize Home River Group to proceed with sending a NOLA to accounts carrying a balance of at least \$105. All in favor and the motion passed.***
- ***Winston motioned and Jen second the motion to authorize Home River Group to proceed with sending accounts carrying a balance of at least \$210 the required Notice of Intent to Lien 30 days after the NOLA has been sent to the owner. All in favor and the motion passed.***
- ***Winston motioned and Jen second the motion to authorize Home River Group to proceed with sending accounts carrying a balance of at least \$210 to the association***

- attorney after the required Notice of Intent to Lien has been sent to the owner as per Florida Statute. All in favor and the motion passed.*
- *Winston motioned and Jen second the motion to authorize Home River Group to proceed with sending coupons only to homeowners not on ACH along with payment options, ACH Form, letter and approved budget. All in favor and the motion passed.*
 - *Winston motioned and Jen second the motion to authorize Home River Group to proceed with sending the letter and approved budget to homeowners on ACH. All in favor and the motion passed.*
 - Winston signed the audit engagement letter from Affinity CPA in the amount of \$3600.

Committee Reports:

Landscape report was given by Winston.

- *Winston motioned and Gina second the motion to authorize up to \$10,000 to Juniper Landscape for Hurricane Milton clean-up. All in favor and the motion passed.*
- *Winston motioned and Gina second the motion to approve the proposal from Juniper Landscape for \$4210 to trim and move the conservation area west side of the pool fence back approximately 5 feet from the fence. All in favor and the motion passed.*
- *Winston motioned and Gina second the motion to accept the proposal from Juniper Landscape for the annual change out in October in the amount of \$1569.90 All in favor and the motion passed.*

Maintenance report was given by Larry.

- Larry would like a VISA for \$500 for the maintenance team.
- Larry asked the Board to consider allowing church signs throughout the community for at least 24 hours. After a discussion, the Board decided to not allow any signs except “For Sale” signs in the homeowner’s yard as this is what the documents allow.
- Management advised that political signs were allowed in homeowner yards 30 days prior to a major election and must be removed one day after the election.

ARB report was given by Jennifer

- An ARB report was provided in the Board packets.
- All ARB requests have been approved or approved with stipulations.

Manager’s Report was given by Lynn.

- The quarterly Legal Report was not provided by Martel and Ozim
- The Management report for October 2024 was provided in the Board packets.
- A collection report showing \$11,555 for October 2024 was provided in the Board packets.
- A violation report for October 2024 was provided in the Board packets.

Old Business

- Short-term rentals were discussed. **This item was tabled.**
- Document amendment regarding quorum as discussed. **This item was tabled.**
- Jen, Gina, Winston and Wayne have received their Board certificates.
- John, Linda and Jose are registered for the next certification.
- Management provided two pressure washing proposals. BPW \$4012.50 and Mallard \$4000. The Board left the decision up to management but stipulated they wanted the pressure washing to begin in December which was after hurricane season.

- The Hurricane shutter rule was discussed. Management provided the latest draft from the attorney. **This item was tabled until January 2025.**
- Winston signed the utility easement agreement for the Dunkin Donuts being built on Dean Road. Jennifer notarized and Linda and Wayne witnessed

New Business

- Larry requested a budget of \$200 to create a pickle ball area on one of the tennis courts. The Board granted his request and asked that he use tape to make it temporary to see if neighbors complained about the noise first.
- Management advised that she had contacted several fire protection services to inquire about the expired fire extinguishers in the pavilion. Cintas is scheduled to visit the pavilion and offer a proposal.
- Alex with Sunshine proved a proposal for \$50,000 to fix the rotten wood on the pavilion deck and stairs. He offered a 5-year warrant and stated the work would take a week to ten days to complete. Management advised she was reaching out to contractors but does not have any valid vendors that can do the work at this time. **This item was tabled pending more proposals.**
- Management advised a homeowner if the annual meeting date could be changed as the second Monday in October is always Columbus Day. The Board discussed and decided to keep the annual meeting date as is.

Open Floor

- Linda asked the management to check on an address on Branchwater Trail that may be operating a dog grooming business outside of their home. Linda is to provide the address.
- Dean inquired about the use of “street legal” golf carts on the County roads in Cypress Springs. The management advised she checked with OCSO and was told if the vehicle is tagged as a regular vehicle and does not hinder the speed limit posted; it is permitted by the County.
- Carlos inquired about the rules regarding landscaping his yard at the Villas. Management advised this falls under another management company and Wayne would give him the contact information.
- Marge asked the Board if anything could be done regarding the home in Satinwood with very heavy vegetation growing. She asked if the HOA would pay to have it mowed. The Board decided this was not an HOA matter and all violations and legal remedies have been put into place. Management advised the homeowner was served with all violations and legal documents from the HOA attorney and they are waiting on mediation. Marge will ask the homeowner if he signs something stating he would not sue anybody for trespassing, and she will see if she can get some volunteers to do the work.
- Jose opened a discussion and inquired of all homeowners present if they would like to be on the Board. There were no volunteers.
- Jose adjourned the meeting at 8:39 pm and called an organizational meeting to order

Organizational Meeting:

- Jennifer Sheehan: President
- Gina Dreistadt: Vice President
- Winston Cook: Secretary/Treasurer
- Linda Mitchell: Director
- Wayne Hunte: Director
- John Passarella: Director
- Jose Vicente: Director

The next meeting will be held on Monday, November 11th, 2024, at 7:00 pm.