

CYPRESS LAKES HOMEOWNERS' ASSOCIATION, INC
BOARD MEETING
P.O. BOX 8295
CORAL SPRINGS, FL 33075

MINUTES

BOARD MEETING

March 28, 2023
Cypress Hall
1300 Coral Springs Dr.
Coral Springs, FL 33065

Call to Order: Mike Lica, President, Called the meeting to order at 8:10 P.M.

Attendance: The Following Board Members were present:

Mike Lica- President, Larry Niedzialek- V. President, Mary Miller- Secretary, Kate Burtsev- Treasurer, Bob Stawicki-Director, Chuck Sierra- Director and Bruce Goodman-Director.
Danette Thompson-(CAM) Central Properties Inc.

Aquorum of the Board was established.

Also, in attendance were 16 of 145 Homeowners.

Dispose of Minutes- Minutes from the Board Meeting held 26th January, 2023 by Larry Niedzialek, Vice President. Mary Miller was late due to the confusing posting of "Notices" at both entrances for two separate meetings.

Mike Lica-motion (M1) to approve the minutes, **Chuck Sierra**-seconded. Motion Carried.

Proof of Notice: Danette Thompson, CAM, Central Properties Realty, Inc., posted notices at both entrances prior to this meeting. (See Attached)

New Business:

- 1) According to our By-Laws we are to hold a monthly board meeting. All documents filed which include the Articles of Incorporation with the State of Florida, the Declarations (CC&R), By-Laws and the MRTA filing with Broward County Courts need to be amended and/or brought up-to-date so we are in compliance with Federal, State and any Local ordinances as well as possibly adding some new language.

Chuck Sierra, Director asked Mike Lica, President if he "knew the cost of the By-Laws Amendments and how many homeowners are needed to vote on it, 75% or 2/3 vote?" Mike was unsure of the cost or the Membership amount needed to vote depends on which document is being amended and what that amendment relates to the answer is different.

Chuck Sierra- Director, asked Mike Simoniello former President for our HOA the last time he looked into rewriting our By-Laws and Amendments. Mike S. replied, "It depends if we wrote them ourselves or if we had an attorney write them." Chuck S.- Director replied, "Had an attorney write them." Mike S. replied, "Anywhere between, in the neighborhood of, five and ten thousand dollars." Larry N.- VP. said if we were to write them ourselves and have an attorney review them it would be substantially less. Mike L.- President advised there was no copyright on those filed. Larry N.- VP added that we would like to amend our By-Laws so that the old verbiage that's outdated brought. We are not going to throw good money after bad. What's done is done and we would like to move forward.

2) Treasurer Report- Kate Burtsev- Treasure, reported the following:

1. Annual Operating Budget Kate Burtsev- Threasurer

a) Operating Bank Account end of February \$22,000.00.

Around the end of March, we will have \$20,000.00. We spend roughly around \$3,000.00 per month.

b) Reserve Bank Account end of February \$24,000.00.

The 2022 Tax return was filed in January. Kate didn't get to see the financials before it was filed because she didn't file it nor sign the return. Danette, the CAM, advised she filed the tax return. Kate advised Danette that an Officer of the Association is to sign that return. Danette stated there were no officers at the time of the filing of the 2022 Tax return and officers were not elected until January so that's why she filed the return. Danette then advised that at the November 2021 meeting only Directors were elected at that meeting. Danette then advised there should have been another meeting voting in the Officers to the board.

The Budget for 2023 was discussed. Members attending the meeting received a copy when they signed in.

The HOA is a Non-Profit Corporation and we do not get a refund, no property taxes are charged because of the Non-Profit status and filing the return satisfies the IRS requirement in maintaining our 501(c).

Einat S. asked about the amount being paid for the outside ground maintenance of \$1500.00 a month seems very high.

C. Sierra, Director advised the common area, the size quarter mile stretch of land is why.

Luis M. then stated to Chuck S. Director, that it was a very poor answer. "We live in a big community that's why, I'm sorry. Which company cuts the grass and the contract where can I see...."

Mr. Sierra, stands up and tells Luis that he answered the question the best he could and he could tell he was offended and sees where this is headed and leaves the meeting.

Larry N.- VP, then stated Auchter.

Louis asked about how do we get in touch with the board members sitting up here. Expressed the need for communication like Face Book, Whatsapp, something where we can get to know the people, our neighbors. Louis then asked why the property manager is the only one to have control of the bank account and this was three months ago and it's still not updated.

Mary M, Secretary, advised that the bank manager has requirements and part of the requirements were a part of this meeting. There were people on the account deceased.

Kate-Treasure, advised the landscaping is \$12,000.00 per month and the pest control is \$900.00 per quarter.

Danette T. (CAM), advised the flowers and tree trimming are on a sperate line and that Auchter just signed a new contract and raised their fees about \$100.00.

Albert asked about the budget increase on the tree trimming from \$3100.00 to \$10,000.00.

Mike L. President, advised the members there are two Mahogany trees in the common area that are lifting up the wall and was first discussed in the Organizational meeting and Bruce G-Director advised it wasn't in the budget.

Albert then asked about the signs and lighting and the \$750.00 to repair that sign considering it was new.

Bruce G.- Director, advised the lighting had been out and advised he replaced the fixtures at no charge.

Louis M. then advised he was a general contractor and the people that did that sign have to guarantee his work for 10 years.

Danette T.-(CAM), advised the person that installed the rock would be out "this week" to fix the entrance sign at Coral Springs Dr. location.

Andres questioned about the \$2800.00 budget for the legal and accounting.

Kate-Treasure, advised that is what was budgeted and that we may or may not use it. We are looking at doing amendments.

Shannon M. questioned about the deficit and going over.

Larry N.-VP, advised that before this board spent any money it will be made known what this board intends to do. This is just a proposal and it's not carved in stone. Multiple bids will be taken for the removal of the trees and we are still in the process of getting more bids.

Curt A. asked the question about the reserves and what it is used for.

Danette T. - CAM advised that the Reserves are dedicated for wall maintenance or something of large nature. In the past it was used for painting the wall but we've always had enough money in the operating account to use the Operating account. The sign was taken out of the Operating account because there wasn't overage and there's a cushion of about \$15,000.00 in the Operating Account over and above what the budget is. The reserve could be used for removing the trees, fixing the walls from hurricane damage because the insurance doesn't cover hurricane damage. Money hasn't been spent out of reserves in probably 15 years.

David R. questioned the interest of \$2.00 on the Reserve account and suggested we change that account.

Mike L.-President said if there were no further questions on the Budget, we need to make a motion to approve the budget for 2023.

Mary M. Secretary, motioned (M2) to accept the budget. Bruce G.- Director, then asked it was a vote to raise our dues. Mike L.-President advised that no one is voting on raising the dues.

Bruce G.- Director voted for budget. Larry N.-V.P. seconded. Motion carried.

Open Forum

Orchid Park noise, Mobil gas station band practice, leash law and Coral Springs Improvement District (CSID) cutting trees/shrubs and property lines.

Chuck Sierra, Director also sits on the CSID Board but wasn't available to answer questions for the Members. Mrs. Sierra spoke a few minutes about some of the information is coming from the City of Coral Springs. If you look at your easement here is a part of your house that belongs to the State and they haven't made a decision of cutting anything and that's why there is going to be a second meeting. The City of Coral Springs wants to take over CSI. If they do they will jack up our bill it will go double. Our property doesn't end at the water it is easement.

Jack H. talked about the area behind his home. It's not his property, has a water pump and its full of debris.

Olivia N. advised that her and Larry walked that area and it was horrible. Larry suggested that we have community volunteers to cleanup that area-a neighborhood cleanup day. Lines are running down from a box into the water along the wall and over to Jack's property. Blue Stream cable seems to have left it on top of the ground for around seven (7) months. It is unknown who is cutting and piling debris in that back area. There's also issue on Coral Springs Dr. location. Someone took pavers and threw them over the wall and electrical cords or cables on top of the ground there.

Bruce G., Director, left the meeting.

Mike L, President reminded everyone of the Annual HOA Meeting with election of Officers will be held Tuesday April 25, 2023 at 7PM Mullins Hall 10170 NW 29th Drive, Coral Spring.

Marry Miller will be resigning as Secretary.

Danette T. (CAM) was advised to send out the meeting announcement and include the 2023 Budget.

Mike L.-President asked the former President Mike Simoniello to complete a few documents for Bank of America to change signatures on both accounts. (See Attached)

Oliva asked Danette if Bruce G. or Chuck S. would be interested in being an Officer of the board and Danette advised they only wanted to be Directors.

Mike L.-President made a motion (M3) to adjourn the meeting. Larry N., Vice President seconded. Meeting Adjourned.

Approval of Minutes:

Signed: Michael Lica Date: 5/18/23
President, Cypress Lakes Homeowners' Assoc., Inc.

Print Name: Michael Lica

Signed: [Signature] Date: MAY 18, 2023
Secretary, Cypress Lakes Homeowners' Assoc., Inc.
LARRY NIEZIALEK

SIEN IN SHEET

FOR

MARCH 28, 2023

| <u>NAME</u> | <u>ADDRESS</u> | <u>TEL#</u> | <u>E-MAIL</u> |
|----------------------|--------------------------------|-------------------------|-------------------------------|
| 1 Michael Simoniello | 891 NW 109 TRM | | |
| 2 Albert Wierling | 919 NW 110 AVE | 784- 368-4800 | AWIERLING@ C.BELLSOUTH.COM |
| 3 Curtis Altman | 1055 NW 110 th LN | 954 658-7591 | — |
| 4 Elena Sierra | 1042 NW 110 Lane | 954-638-2800 | |
| 5 Einar Steinkjer | 1082 NW 110 th LN | | |
| 6 Darrin Dase | 10837 NW 9 th Manor | 954 609 9469 | |
| 7 Andres Jordan | 839 NW 110 lane | 954-540-5204 | |
| 8 Luis H. Mesteu | 800 NW 110 LN | (954) 478 8228 | |
| 9 Jack Herman | 11083 NW 8 th CT | | |
| 10 Shannon Maribona | 922 NW 109 th T | 954 275 6424 | |

- 11 Scott Gueert 894 NW 108 LN 954 647 3200
- 12 Brad Ketz 10988 NW 9th Ave 954-557-9972
- 13 Dave Ray 1020 NW 108 Lane
- 14 Tulio E Escobar 10846 NW 9th Ave 954 383 8531
- 15 Sonia Liedtke 1051 NW 110th Lane ^{954 826 4581}
- 16 Gustavo Padron 1028 NW 110th Lane. 215-518 0544
- 17 Cathleen Draskin 884 NW 109th Terr 754 245 9038
- 18
- 19
- 20
- 21
- 22
- 23

FACILITY SALES RECEIPT

Receipt # 1893586
Payment Date: 03/20/2023
Household: 21968
Hm Ph: (954)341-9089

CYPRESS LAKES HOMEOW
 P.O. BOX 8295
 DANETTE THOMPSON
 CORAL SPRINGS FL 33075

C.S. Gym
 2501 Coral Springs Drive
 Coral Springs FL 33065
 Phone: (954)345-2200

Reservation Details: Cypress Hammock Park, Cypress Hall

Address: 1300 Coral Springs Drive, Coral Springs, FL, 33065
Reserv. Contact: Cypress Lakes Homeow
Phone Number: (954)341-9089
Reserv. Number: 114720
Status: Firm
Purpose: HOA meeting 25 chairs 2 8ft tables
Anticipated Count: 25

| <u>Date(s) And Times</u> | <u>New Fees</u> | <u>Total Fees</u> | <u>New Paid</u> | <u>Total Paid</u> | <u>Amount Due</u> |
|--------------------------------|-----------------|-------------------|-----------------|-------------------|-------------------|
| Tue 03/28/2023 8:00P to 10:00P | 56.34 | 56.34 | 56.34 | 56.34 | 0.00 |

| <u>Fee Description</u> | <u>Amount</u> | <u>Count</u> | <u>Discount</u> | <u>Sales Tax</u> | <u>Total Fee</u> |
|---|---------------|--------------|-----------------|------------------|------------------|
| Cypress Hall Meeting ONLY (2 per month) | 42.60 | 1.00 | 0.00 | 0.00 | 42.60 |
| Single Permit Process Fee | 13.74 | 1.00 | 0.00 | 0.00 | 13.74 |

Facility Comments

_____ Alcohol is permitted if patron meets the following: -Must hire a Coral Springs Police Officer Detail; Amy Backer CSPD 954-346-1312 & attach the receipt to permit. -In addition to detail officer, the patron must purchase liability insurance for their event-1 million liability naming City as additional insured and certificate holder.

_____ Any vendors: catering, decorating, DJs (etc.) must provide insurance. Any equipment brought onto City property must be covered by liability insurance.

_____ Rentals may not be reserved past 10 PM Monday through Saturday, 9 PM on Sunday.

_____ Use of nails, pins, confetti, glitter and colored/powdery substances is not permitted.

_____ You must disclose if any guests attending your event will be requiring private security. This requires a separate permit and approval.

_____ Use painter's tape to place items on the wall if decorating.

_____ Refunds will not be issued. If the event is canceled, a credit will be issued for a future date.

_____ Security Damage and Trash deposit is \$500.00, at this time, we accept personal checks or money orders. The deposit will be returned after verification of the above-agreed items are met, the facility has been verified of no damage to the room, all trash has been cleared and the permittee remained within the designated time permitted.

Print Name: _____

Signature: _____

Date: _____

CYPRESS LAKES HOMEOWNERS ASSOCIATION, INC.

| | 2022 | 2023 Budget | | |
|---|------------------|------------------|-----------------|--------------|
| | Actual | Annual | Monthly | Per Home |
| INCOME | | | | |
| Annual billing - 145 homes | \$ 43,500 | \$ 43,500 | \$ 3,625 | \$ 25 |
| Prior Year Assessments Collected | 0 | 0 | 0 | 0 |
| Other income | 1,095 | 0 | 0 | 0 |
| Total Potential Income | 44,595 | 43,500 | 3,625 | 25 |
| Current year assessments not collected | 150 | 0 | 0 | 0 |
| Bad debt | 0 | 0 | 0 | 0 |
| Net Income | \$ 44,445 | \$ 43,500 | \$ 3,625 | \$ 25 |
| EXPENSES | | | | |
| ADMINISTRATIVE | | | | |
| Management Fee | \$ 7,200 | \$ 7,200 | \$ 600 | \$ 4 |
| Legal & Accounting | 350 | 2,800 | 233 | 2 |
| Office Expenses | 1,036 | 750 | 63 | 0 |
| Bank charges | 12 | 25 | 2 | 0 |
| Taxes, Licenses, Fees | 267 | 200 | 17 | 0 |
| Insurance | 5,757 | 7,000 | 583 | 4 |
| Total Admin Expenses | \$ 14,622 | \$ 17,975 | \$ 1,498 | \$ 10 |
| GROUNDS | | | | |
| Lawn Maint., Fertilization, Pest Control | \$ 18,652 | \$ 18,420 | \$ 1,535 | \$ 11 |
| Landscaping | 3,030 | 4,000 | 333 | 2 |
| Maint., Repairs, Supplies | 0 | 500 | 42 | 0 |
| Tree Trimming | 3,150 | 10,000 | 833 | 6 |
| Sign, lighting and wall repairs | 0 | 750 | 63 | 0 |
| Irrigation Maintenance & Repairs | 1,220 | 1,000 | 83 | 1 |
| Total Ground Expenses | \$ 26,052 | \$ 34,670 | \$ 2,889 | \$ 20 |
| UTILITIES | | | | |
| Electricity | \$ 2,031 | \$ 2,000 | \$ 167 | \$ 1 |
| Telephone | 153 | 168 | 14 | 0 |
| Total Utilities Expenses | \$ 2,184 | \$ 2,168 | \$ 181 | \$ 1 |
| | | | 0 | 0 |
| TOTAL EXPENSES | \$ 42,858 | \$ 54,813 | \$ 4,568 | \$ 32 |
| Surplus/(Deficit) before Capital Expenditures | \$ 1,587 | \$ (11,313) | \$ (943) | \$ (7) |
| RESERVES | | | | |
| Transfer to reserves | \$ 1,750 | \$ 1,750 | \$ 146 | \$ 1 |
| Capital Improvements-wall painting/signs | \$ - | \$ - | \$ - | \$ - |
| Surplus/(Deficit) after transfer to Reserve Account | \$ (163) | \$ (13,063) | \$ (1,089) | \$ (8) |
| Cost per home including capital expenditures | \$ 308 | \$ 390 | \$ 33 | \$ 0 |

Reserve Account Summary:

| | |
|---------------------------------|------------------|
| Balance 1/1/22 | \$ 21,076 |
| Added in 2022 | \$ 1,750 |
| Interest 2022 | \$ 2 |
| Expended in 2022 | \$ - |
| Closing Balance 12/31/22 | \$ 22,828 |

Cypress Lakes Homeowners Association, INC
P.O. BOX 8295
Coral Springs, FL 33075

March 31, 2023

Pinchevsky, Mofsen and Alexander, CPA's
Attn: Howard J. Mofsen
P.O. BOX 8824
Coral Springs, FL 33075-8824

RE: Cypress Lakes Homeowners' Association (CLHOA), Inc., 2022 Corporate filing EIN 59-2140665

Dear Mr. Mofsen,

The board members of the CLHOA Inc. are in need of your help. Specifically, the filing of the CLHOA Inc.s' 2022 tax filing has come into question. To our knowledge, it was done without the prior approval of any of the board officers. Subsequently, many officers have expressed concerns to include:

- 1.) Why was our non-profit residential association listed as a condominium management association?
- 2.) What documentation was submitted for the expenditure test?
- 3.) To be clear, Ms. Danette Thompson is our community association manager (CAM). She is not an elected or appointed officer, but rather an employee. To our knowledge, no officer has granted her written permission or otherwise to act on behalf of the association.

Furthermore, the CLHOA Inc. has not authorized our CAM to receive any refund check, or to bind the Association or any of its officers to anything (including any additional tax liability), or otherwise represent the Association before the IRS.

Your responses to the aforementioned questions, will determine our next course of action. Your prompt assistance in this matter will be greatly appreciated.

Respectfully,

Cypress Lakes Homeowners' Association, Inc. Board Officers

Mike Lica – President

Larry Niedzialek- Vice President

Mary Miller- Secretary

Jakatrtina (Kate) Burtsev – Treasurer








