

Cypress Glen HOA Meeting Minutes – July 23, 2026

The Cypress Glen HOA meeting was called to order at 6:00 PM on July 23, 2026.

Notice of the meeting was posted on the community billboard, and Magda also posted the meeting notice on the HOA website.

Prior to the start of the meeting, Magda and I discussed several items.

The Board discussed the installation of an archway over the keypad entry area. The archway was determined to be necessary due to large trucks entering at that location and causing damage to the poles and curb.

The gate also needs to be painted. Brian will be appointed to complete the painting work and provide a quote for the project.

Financial/Management Report:

Magda reported that she is keeping current with homeowner applications, change request forms, and violation notices.

Joey, the Treasurer, has already submitted his certificate. Lolita did not attend the meeting, and her certificate is still pending.

The HOA insurance has been paid in full for the year. In addition, the lift station has been paid, and no assessments are expected to be needed this year.

Updated Meeting Minutes Section:

Discussion was held regarding **8851 Cypress Hammock Drive**. It was reported that a business is being operated from the residence. The homeowner will be required to submit the appropriate background check applications for all applicable occupants, and the matter will be reviewed for compliance with HOA rules and requirements.

Financial/Management Report:

Magda reported that she is keeping current with homeowner applications, ARC change request forms, and violation notices.

Account balances were reported as follows:

- Operating Account: **\$13,822.54**
- Reserve Account: **\$67,229.42**

Total Funds: **Approximately \$81,052.03**

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Additional Financial Report Section:

Delinquent Properties: 3

These accounts remain outstanding and will continue to be monitored and addressed in accordance with HOA policies.

Committee Discussion:

The Association requires three (3) members to serve on the **Fining Committee**. Jeffrey Hall volunteered to serve as a committee member.

Chad Mullett will reach out to other homeowners to identify and recruit additional volunteers so that the committee can be staffed with the required three members.

Assessment Discussion:

The Board discussed the possibility of returning HOA dues assessments to a **Yearly payment schedule**. Concerns were raised that several homeowners remain delinquent under the current structure, creating additional administrative challenges and financial impacts for the Association and its homeowners.

The matter will be reviewed further, with consideration given to whether an annual or quarterly assessment schedule would improve collections and reduce costs associated with delinquent accounts.

Late Fee Discussion:

The Board discussed implementing **late fees for delinquent homeowners**. It was noted that the costs associated with delinquent accounts are currently being absorbed by the community as a whole.

The Board agreed that late fees should be considered as a way to encourage timely payments and help offset costs incurred by the Association. The proposed fee structure will be revisited and discussed further at a future meeting before any final decision is made.

Governing Documents Review:

The Board agreed to review the Association's governing documents to determine whether HOA assessments were originally established as annual dues and whether any amendments or revised documents authorized the change to quarterly payments. The findings will be presented at a future meeting for further discussion and possible action. At this point, I cannot determine from the documents currently available whether the quarterly payment schedule was adopted through an amendment, board resolution, or other governing document because those documents were not found in the files available to me.

There being no further business to come before the Board, the meeting was adjourned by **Chad Mullett** at **6:26 PM** on July 23, 2026.

Respectfully Submitted,

Chad Mullett
HOA Board Member