

CYPRESS CREEK PROPERTY OWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING MINUTES

Thursday, April 23, 2020

Because of the COVID-19 Pandemic, the meeting was conducted via telephone conference call.

CALL TO ORDER at 6:40 p.m.

ROLL CALL: Kelly Chiarella, Jamie Gould, Cameron Hoffman, Mikel Kline, Don Neubaum, and John Quatrini. Avis Brown, absent. Quorum established. Ben Meyers from Vesta Property Services also present.

- **MOTION** by Jamie to accept Avis Brown's resignation as a member of the Board of Directors. Second by Don. All in favor. Motion passed.

MINUTES:

- **MOTION** by Mikel to approve the March 19, 2020 Regular Board Meeting Minutes. Second by Jamie. All in favor. Motion passed.

TREASURER'S REPORT:

- **MOTION** by Kelly to approve the January, February, and March Treasurer's Reports. Second by Jamie. Board Discussion. Roll Call: Kelly – Yes, Jamie – Yes, Cameron – Yes, Mikel – Yes, Don – Yes, and John – Yes. All in favor. Motion passed.

MANAGER'S REPORT: Ben Meyers

- **MOTION** by Don to waive the \$30 late penalty fees (for HOA dues) on first and second quarter payments. Second by Cameron. Roll Call: Kelly – Yes, Jamie – Yes, Cameron – Yes, Mikel – Yes, Don – Yes, and John – Yes. All in favor. Motion passed.
- **MOTION** by Don to authorize Ben Meyers to work with Access Masters to get that work done (regarding upgrades/repairs to the Military Trail Gate). Second by Kelly. Board Discussion. **MOTION AMENDED** by Don that if Access Masters can't do it within two weeks Ben will work with another company. Second by Kelly. Roll Call: Kelly – Yes, Jamie – Yes, Cameron – Yes, Mikel – Yes, Don – Yes, and John – Yes.
- **MOTION** by Jamie to accept the Manager's Report as presented. Second by Kelly. Roll Call: Kelly – Yes, Jamie – Yes, Cameron – Yes, Mikel – Yes, Don – Yes, and John – Yes. All in favor. Motion passed.

COMMITTEE REPORTS:

Ad Hoc - Kelly

ARC - John

Communications – Mikel

Events - Megan

Landscaping –Neal Elkin

Executive – No meeting. No report

Maintenance – Megan Hoffman

Safety and Security – Mikel

- **MOTION** by Jamie to accept Ardo Rossi's resignation as Safety/Security Chair. Second by Cameron. Board discussion. Roll Call: Kelly – Yes, Jamie – Yes, Cameron – Yes, Mikel – Yes, Don – Yes, and John – Yes. All in favor. Motion passed.

COBWRA – Nancy Kline

Welcome Committee – No report

Video Security System Upgrade - Mikel

- **MOTION** by Mikel to accept the Committee Reports as submitted. Second by Don. Roll Call: Kelly – Yes, Jamie – Yes, Cameron – Yes, Mikel – Yes, Don – Yes and John – Yes. All in favor. Motion passed.

OLD BUSINESS:

NEW BUSINESS:

- **MOTION** by Mikel: Because of increasing public safety concerns within Cypress Creek, I (Mikel) authorize an initial maximum expenditure of up to \$3,500 to schedule up to sixteen (16) 4-hour shifts with PBSO to provide supplemental, periodic traffic and other law enforcement activities within the Cypress Creek Development. This enforcement would be provided under the terms of the existing active agreement between Palm Beach County and the CCPOA. The CCPOA Board President is also hereby authorized and directed to work with PBSO to schedule these supplemental services without further authorization from the Board of Directors. Second by Don. Board Discussion. Roll Call: Kelly – Yes, Jamie – Yes, Cameron – Yes, Mikel – Yes, Don – Yes, and John – Yes. All in favor. Motion passed.
- **MOTION** by Mikel to direct the Property Manager to (a) allow two (2) warnings issued (less any warnings already issued since the first day of 2020) to the property owner, and (b) then to cause fines of \$100/day per violation to be imposed on the property owner, and (c) after the third day, or earliest legal opportunity, of fined violation that the vehicle be towed from the Development at the expense of that property owner. This enforcement action to be implemented immediately. Second by Kelly. Board Discussion. **MOTION WITHDRAWN** by Mikel.
- **MOTION** by Mikel to direct the Property Manager to work with the CCPOA Landscape Committee to identify trees that do not meet minimum clearance standards and send a violation letter to those homeowners in Cypress Creek that have trees in violation of County and FDOT overhead clearance regulations and require them to trim their trees prior to May 31, 2020, to achieve (a) a minimum 14' overhead clearance above the paved roadways and (b) minimum 10' overhead clearance above the dedicated road right of ways which extend a minimum of 20' from the centerline of the roads, which is typically 10' from the side of the roads. This includes the sidewalk areas on the perimeter of the development. If the hazards are not resolved by May 31, 2020, then (a) the Association shall issue fines endorsable by its Compliance Committee of the maximum fine allowed under State Statute; then (b) under Paragraph IV.17 of the Declaration of Covenants that the Association contract with a tree

service to immediately perform the required trimming to remove the obstructive public safety hazards; (c) issue an immediately payable invoice to the property owner for the Association's out-of-pocket costs, and (d) file a lien, as allowable, on the property for those costs plus all other allowable fees at the earliest possible time allowed under State Statute. This enforcement action to be implemented immediately. Second by Kelly. Board Discussion.
MOTION WITHDRAWN by Mikel.

PUBLIC COMMENT:

ADJOURNMENT:

- **MOTION** by Jamie to adjourn the meeting. Second by Kelly. All in favor. Motion passed. Meeting adjourned.

As Approved



Mikel Kline
Secretary, CCPOA Board of Directors