

**CYPRESS CREEK PROPERTY OWNERS' ASSOCIATION**  
**BOARD OF DIRECTORS' MEETING MINUTES**

Thursday, June 24, 2021

**Because of the COVID-19 Pandemic, the meeting was conducted via telephone conference call. Meeting notice was posted on the exit boards, and the meeting notice and call-in information were posted on the Association's website at CypressCreekPOA.ORG.**

**CALL TO ORDER** at 6:30 p.m.

**ROLL CALL:** Kelly Chiarella, Jamie Gould, Cameron Hoffman, Mikel Kline, Don Neubaum, Tim Stergiou-Allen, and John Quatrini were present. Quorum established. Kristine Thompson from Vesta Property Services was also present.

**MINUTES:**

- **MOTION** by Mikel to approve the May 20, 2021 Regular Board Meeting Minutes and the June 15, 2021 Special Board Meeting Minutes. Second by Jamie. Roll Call: Kelly – Yes, Jamie – Yes, Cameron – Yes, Mikel – Yes, Don – Yes, Tim – Yes, and John – Yes. All in favor. Motion passed.

**TREASURER'S REPORT:**

- **MOTION** by Don to turn off transponders for Case 1 [9311 Calliandra] and require two payments before July 15, or account will be turned over to Attorneys at Becker. Second by Tim. **MOTION AMENDED** by Don to change from Becker to Attorney Burr. Roll Call vote on amendment: Kelly – Yes, Jamie – Yes, Cameron – Yes, Mikel – Yes, Don – Yes, Tim – Yes, and John – Yes. All in favor. Motion to amend passed. Don **CALLED THE QUESTION** on the amended motion and a roll call vote was taken: Kelly – Yes, Jamie – Yes, Cameron – Yes, Mikel – Yes, Don – Yes, Tim – Yes, and John – Yes. All in favor. Motion passed as amended.
- **MOTION** by Don to turn off transponder for Case 2 [4292 Fox Trace] and require two payments before July 15, or the account will be turned over to Attorney Burr. Second by Tim. Roll Call: Kelly – Yes, Jamie – Yes, Cameron – Yes, Mikel – Yes, Don – Yes, Tim – Yes, and John – Yes. All in favor. Motion passed.
- **MOTION** by Don to turn off transponder for Case 3 [4862 Cypress Dr. S] and require two payments before July 15, or the account will be turned over to Attorney Burr. Second by Tim. Roll Call: Kelly – Yes, Jamie – Yes, Cameron – Yes, Mikel – Yes, Don – Yes, Tim – Yes, and John – Yes. All in favor. Motion passed.
- **MOTION** by Don to resubmit the Case 4 [4457 Cycad] to Attorney Becker to begin the process of collection. Second by Kelly. Roll Call: Kelly – Yes, Jamie – Yes, Cameron – Yes, Mikel – Yes, Don – Yes, Tim – Yes, and John – Yes. All in favor. Motion passed.
- **MOTION** by Don to allow the owner for Case 5 [4375 Juniper Terrace] to continue on the payment plan until October and make a decision at that time. Seconded by Jamie. **MOTION AMENDED** by Tim to continue the current payment plan of \$50 until September 30, at which time the monthly payment plan will increase to \$150. Second by Jamie. Roll Call: Kelly – Yes, Jamie – Yes, Cameron – Yes, Mikel – Yes, Don – Yes, Tim – Yes, and John – Yes. All in favor. Motion passed as amended.
- **MOTION** by Tim to approve the Treasurer's Report for May 2021. Second by Jamie. Roll Call: Kelly – Yes, Jamie – Yes, Cameron – Yes, Mikel – Yes, Don – Yes, Tim – Yes, and John – Yes. All in favor. Motion passed.

**MANAGER'S REPORT:**

- **MOTION** by Tim to instruct the Property Manager to begin fining 9311 Calliandra \$100/day for each day the junk cars [on blocks] remain in the driveway beginning Tuesday, June 29<sup>th</sup>. Second by Kelly. Roll Call: Kelly – Yes, Jamie – Yes, Cameron – Yes, Mikel – Yes, Don – Yes, Tim – Yes, and John – Yes. All in favor. Motion passed.
- **MOTION** by Tim to accept the Manager's Report as presented by Kristine Thompson. Second by Jamie. Roll Call: Kelly – Yes, Jamie – Yes, Cameron – Yes, Mikel – Yes, Don – Yes, Tim – Yes, and John – Yes. All in favor. Motion passed.

**COMMITTEE REPORTS:**

Ad Hoc – Kelly – No report

ARC – John

Communications – Mikel

Events – Megan Hoffman

Landscaping – Neal Elkin

Maintenance – Megan Hoffman – No report

Safety and Security – Jason Sjaardema – No report

COBWRA – Nancy Kline

Welcome Committee – Barb Foster

Video Security System Upgrade – Ken Libutti

Guard Liaison – Kelly

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

**UNFINISHED BUSINESS:**

**NEW BUSINESS:**

- **MOTION** by Tim to authorize the Board President, John Quatrini, to enter into a property management contract on behalf of the CCPOA with Tallfield Management to become effective September 1, 2021. Second by Jamie. Roll Call: Kelly – Yes, Jamie – Yes, Cameron – Yes, Mikel – Yes, Don – Yes, Tim – Yes, and John – Yes. All in favor. Motion passed.

**PUBLIC COMMENT:**

**ADJOURNMENT:**

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

As Approved



Mikel W. Kline

Secretary, CCPOA Board of Directors