

CROSSPOINTE VILLAGE HOMEOWNERS ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS  
AUGUST 28, 2013

The Regular Meeting of the Board of Directors of the Crosspointe Village Homeowners Association was held on Wednesday, August 28, 2013 at the Smoketree Clubhouse. The Vice President, Jubal Leierer, called the Meeting to order at 6:30 p.m.

CALL TO  
ORDER

Directors Present: Bill Harkness  
Jubal Leierer  
Marisa Patterson

Directors Absent: Jeff Gollin

Representing Cardinal: Karen Holthe, CMCA, CCAM, AMS

Others Present: Brad Constant  
Kathleen Curran  
George Gonzalez, Phoenix Patrol  
Carla Huttenhoff  
Robert Nunez  
Mayla Ramirez, Phoenix Patrol  
Geno Servello

It was noted an Executive Session was held following the July 24, 2013 Regular Meeting to approve the June 26, 2013 Executive Session Minutes and review and discuss delinquency matters.

EXECUTIVE  
SESSION

Director Leierer opened the Homeowner Forum

H/O FORUM

The owner of 12655-B Glendale was present to inquire about the landscaping routines and times allowed for the blowing of the plant material.

12655-B  
GLENDALE

The owner of 7735-L Briarglen Loop was present to express concern about how long it took to repair a main line water leak as the plumber had dug the initial hole in the wrong place.

7735-L BRIAR  
GLEN LOOP

The owner of 7731 Moordale Circle was present to express concern about a water leak issue that had occurred on July 4, 2013. He reported Cardinal had not informed him until Monday July 8, 2013 and he requested in the future to be informed immediately. Cardinal was requested to add the subject of proper communication to owners and residents when problems occur to the agenda for the September 25, 2013 Regular Meeting.

7731  
MOORDALE  
CIRCLE

The owner of 7770-B Youngdale Way was present to inquire about a delay regarding a work order that had been issued to America West as he had not been contacted by them yet. Cardinal was requested to remind the vendor about the job.

7770-B  
YOUNGDALE  
WAY

As there were no other owners present who wished to address the Board, the Homeowner Forum was closed.

H/O FORUM  
CLOSED

The scheduled Hearing was held for the member with account #CV-0010-0346-06 for failure to install locks on the storage doors in carport #733. The owner's representative was not present. As the violation had not been corrected, a Motion was duly made, seconded and unanimously carried to impose a \$100.00 fine in accordance with the Association's Violation & Fine Policy. Cardinal was directed to advise the owner's representative of the Hearing results and schedule another Hearing at which a fine could be imposed.

HEARING  
#0010-0346-06  
LOCKS ON  
STORAGE

The scheduled Hearing was held for the owner of account #CV-0010-0112-01 for failure to repair or replace the upstairs side window screen. The owner was not present. As the violation had not been corrected, a Motion was duly made, seconded and unanimously carried to impose a \$100.00 fine in accordance with the Association's Violation & Fine Policy. Cardinal was directed to advise the owner of the Hearing results and schedule another Hearing at which a fine could be imposed.

HEARING  
#0010-0112-01  
TORN  
WINDOW  
SCREEN

The scheduled Hearing was held for the owner of account #CV-0010-0382-01 for failure to remove the weeds in the patio area. The owner was not present. As the violation had not been corrected, a Motion was duly made, seconded and unanimously carried to impose a \$100.00 fine in accordance with the Association's Violation & Fine Policy. Cardinal was directed to advise the owner of the Hearing results and schedule another Hearing at which a fine could be imposed.

HEARING  
#0010-0382-01  
WEEDS IN  
PATIO

The scheduled Hearing was held for the owner of account #CV-0010-0382-01 for failure to repair the hole in the upstairs window screen. The owner was not present. As the violation had not been corrected, a Motion was duly made, seconded and unanimously carried to impose a \$50.00 fine in accordance with the Association's Violation & Fine Policy. Cardinal was directed to advise the owner of the Hearing results and schedule another Hearing at which a fine could be imposed.

HEARING  
#0010-0382-01  
UPSTAIRS  
SIDE WINDOW  
SCREEN

The scheduled Hearing was held for the owner of account #CV-0010-0075-02 for failure to paint the bottom of the front door screen. The owner was not present. As the violation had been corrected, a Motion was duly made, seconded and unanimously carried to close the violation. Cardinal was directed to close the violation and advise the owner of the Hearing results.

HEARING  
#0010-0075-02  
FRONT  
DOOR  
SCREEN

The scheduled Hearing was held for the owner of account #CV-0010-0258-01 for failure to clean up the oil stains in carport #884. The owner was not present but had submitted a letter of correspondence stating the problem had been resolved. As the violation had been corrected, a Motion was duly made, seconded and unanimously carried to close the violation. Cardinal was directed to close the violation, advise the owner of the Hearing results, and, as a response to the window screen issue from the correspondence, inform the owner that the screen in question was the one with multiple marks/tears, possibly from an animal claw, visible from the common area.

HEARING  
#0010-0258-01  
OIL STAINS  
IN CARPORT

The scheduled Hearing was held for the owner of account #CV-0010-0470-03 for failure to install the satellite dish cables correctly. The owner was not present. Cardinal reported the cables were gone. A Motion was duly made, seconded and unanimously carried to extend the violation for thirty days for the owner to patch the holes and paint. Cardinal was directed to advise the owner of the Hearing results and schedule another Hearing at which a fine could be imposed.

HEARING  
#0010-0470-03  
SATELLITE  
CABLES

The scheduled Hearing was held for the owner of account #CV-0010-0142-03 for failure to repair or replace the front and side window blinds. The owner was not present. As the violation had been corrected, a Motion was duly made, seconded and unanimously carried to close the violation. Cardinal was directed to close the violation and advise the owner of the Hearing results.

HEARING  
#0010-0142-03  
WINDOW  
BLINDS

The scheduled Hearing was held for the owner of account #CV-0010-0059-01 for failure to remove miscellaneous items stored on the patio. The owner was not present. As the violation had not been corrected, a Motion was duly made, seconded and unanimously carried to impose a \$50.00 fine in accordance with the Association's Violation & Fine Policy. Cardinal was directed to advise the owner of the Hearing results and schedule another Hearing at which a fine could be imposed.

HEARING  
#0010-0059-01  
PATIO  
STORAGE

The scheduled Hearing was held for the owner of account #CV-0010-0411-03 for failure to repair or replace a window screen with a hole in it. The owner was not present. As the violation had been corrected, a Motion was duly made, seconded and unanimously carried to close the violation. Cardinal was directed to close the violation and advise the owner of the Hearing results.

HEARING  
#0010-0411-03  
WINDOW  
SCREEN

The scheduled Hearing was held for the owner of account #CV-0010-0192-03 for failure to repair or replace the damaged blinds above the garage. The owner was not present but had called Cardinal to report due to finances they would not be able to repair the blinds at this time. A Motion was duly made, seconded and unanimously carried to allow the owner sixty days to repair or replace the blinds. Cardinal was directed to advise the owner of the Hearing results and schedule another Hearing in October 2013 at which a fine could be imposed.

HEARING  
#0010-0192-03  
WINDOW  
BLINDS

The scheduled Hearing was held for the owner of account #CV-0010-0194-02 for failure to maintain a clean garage door. The owner was not present. As the violation had been corrected, a Motion was duly made, seconded and unanimously carried to close the violation. Cardinal was directed to close the violation and advise the owner of the Hearing results.

HEARING  
#0010-0194-02  
GARAGE  
DOOR

The scheduled Hearing was held for the owner of account #CV-0010-0055-03 for an excessive number of vehicle citations for the white Toyota 4-Runner. The owner was not present but had sent e-mail correspondence stating the problem had been corrected. A Motion was duly made, seconded and unanimously carried to impose a \$50.00 fine for each of the three citations, for a total of \$150.00 in

HEARING  
#0010-0055-03  
VEHICLE  
CITATIONS

accordance with the Association's Violation & Fine Policy. Cardinal was directed to advise the owner of the Hearing results.

The scheduled Hearing was held for the owner of account #CV-0010-0296-01 for an excessive number of vehicle citations for the green Honda Accord. The owner was not present but had sent correspondence stating the problem had been corrected. A Motion was duly made, seconded and unanimously carried to impose a \$50.00 fine for each of the three citations, for a total of \$150.00 in accordance with the Association's Violation & Fine Policy. Cardinal was directed to advise the owner of the Hearing results.

The representatives from Phoenix Patrol were present to discuss the patrol reports. George Gonzalez reported the resident from 7774 Cleardale continued to call the guards regarding noise complaints of the neighbor at 7776 Cleardale and the guards were now directing the residents to call the police. It was also reported that the patrol staff now had a new patrol bicycle.

Cardinal was requested to issue a work order for the second or third perimeter light that was out by the south gate.

Cardinal was requested to ask that a representative from Las Flores Landscape and Lisa Glenn from the Landscape Committee attend the September 2013 Regular Meeting.

A Motion was duly made, seconded and unanimously carried to deny the proposal from Personal Touch Cleaning to perform extra summer cleaning at the pool area, however they would consider the dumpster area deep cleaning. Cardinal was requested to obtain two proposals to power wash all twelve trash dumpsters and add the item to the next agenda.

Cardinal was requested to obtain proposals for re-plastering of all three pools and spas and to ask the companies if the re-plastering was needed or not at this time.

Cardinal was requested to add the subject of what date to turn off the pool heat on the next agenda. Cardinal was requested to provide a copy of the prior year of gas bills to the Directors for them to better determine the monthly costs to operate the pool and spa heaters.

Cardinal was requested to have additional pool pump room keys made. Director Patterson provided her working key from which to make duplicates.

No action was required from the Website Committee, Architectural Committee and Maintenance Committee.

A Motion was duly made, seconded and carried to approve the Minutes of the July 24, 2013 Regular Meeting as written.

HEARING  
#0010-0296-01  
VEHICLE  
CITATIONS

PHOENIX  
PATROL

PERIMETER  
LIGHTS

LANDSCAPE  
COMMITTEE

PERSONAL  
TOUCH

RE-PLASTER  
PROPOSALS

POOL HEAT  
GAS BILLS

PUMP ROOM  
KEYS

COMMITTEES

APPROVAL  
OF REG MIN.

A Motion was duly made, seconded and unanimously carried to accept the July 2013 Financial Statement, subject to audit.

FINANCIAL  
REVIEW

The Directors reviewed the delinquency report and no action was taken.

DELIN. REPORT

A Motion was duly made, seconded and unanimously carried to approve the 2014 budget draft with no increase in assessments. It was stated the increase in expenses would be offset by transferring funds from the prior year's surplus.

BUDGET

Cardinal reported the storage key was given to Director Patterson to give to Director Gollin to check records in the storage unit.

STORAGE  
KEY

Cardinal was directed to request Vinco Construction to provide samples as previously requested with the proposal approval for the guard shack renovation.

VINCO  
CONSTRUCTION

A Motion was duly made, seconded and unanimously carried to approve the proposal from Daniel J. Leonard III, CPA, to perform the yearly audit and tax returns, at a cost of \$950.00, to be charged to the operating account.

YEAR-END  
AUDIT

The Directors reviewed the proposal from Vinco Construction for drywall repairs at 12680 Ferndale. A Motion was duly made, seconded and unanimously carried to have Cardinal obtain a second proposal for the work and approve the lowest proposal.

VINCO  
CONSTRUCTION

A Motion was duly made, seconded and unanimously carried to allow entry to the community for the U.S. Census officials, provided proper identification was shown to Phoenix Patrol. Cardinal was requested to inform the patrol staff of this approval.

U.S. CENSUS

A Motion was duly made, seconded and unanimously carried to direct Cardinal to send a letter of denial to the owner of account #CV-0010-0243-03 for the party scheduled on September 7, 2013 and inform the owner if they would like to pick a new date to have the party to submit the required forms. Cardinal was directed to inform Phoenix Patrol not to allow any tent or table setups in the grass area by the gazebo.

ACCT.  
#0010-0243-03  
PARTY  
REQUEST

The Board reviewed the correspondence from the owner of 7735 Briarglen Loop #L requesting reimbursement for extra water costs for a plumbing leak. The owner was present to provide the May and July water bills. A Motion was duly made, seconded and unanimously carried to reimburse the owner \$333.30 for the extra water costs and Cardinal was directed to sign the check and send it directly to the owner.

7735-L  
BRIARGLEN  
LOOP

The Board reviewed the correspondence from the owner of 12610 Briarglen Loop #E requesting reimbursement for the water paid after a main water line had been repaired. A Motion was duly made, seconded and unanimously carried to reimburse the owner \$16.02 for the water costs and Cardinal was directed to sign the check and

12610-E  
BRIARGLEN  
LOOP

send it directly to the owner.

There being no further business, the Meeting was adjourned to the Executive Session at 7:38 p.m.

Submitted by: Karen Holthe, Senior Account Manager

ATTEST:

\_\_\_\_\_  
Jubal Leierer, Vice President

\_\_\_\_\_  
Date

SECRETARY CERTIFICATION

I, Marisa Patterson, the appointed Secretary of the Crosspointe Village Homeowners Association do hereby certify that the foregoing is a true and correct copy of the Minutes of the Crosspointe Village Homeowners Association Board of Directors Meeting held on August 28, 2013 as approved by the Board Members in attendance of the Meeting.

\_\_\_\_\_  
Marisa Patterson, Secretary

\_\_\_\_\_  
Date

ADJOURN

SUBMITTED

ATTEST

CERTIFY