

CROSSPOINTE VILLAGE HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
AUGUST 28, 2019

The Regular Meeting of the Board of Directors of the Crosspointe Village Homeowners Association was held on Wednesday, August 28, 2019, at the Smoketree Clubhouse. Director Jennifer Thomas called the Meeting to order at 6:45 p.m.

CALL TO
ORDER

Directors Present: Chris Kaesviharn
Marisa Patterson (arrived at 6:45 p.m.)
Jennifer Thomas

Directors Absent: Kathleen Shannon

Representing Cardinal: Theresa Hirschman, Account Manager
Jennifer Centeno, Assistant Account Manager

Others Present: Deanna Coventon
George Gonzalez – Phoenix Patrol
Phi Nguyen
Mayela Ramirez – Phoenix Patrol
Toby Spencer – Accurate Termite & Pest Control
Berna Valenzuela

Director Thomas opened the Homeowner Forum.

H/O FORUM

The owner of 12615-A Briarglen Loop was present to request a reimbursement. The owner explained that he was billed for oil stains that were removed from a parking space close to his unit. He advised that he was not responsible for the oil stains and felt it was unfair that it was assumed he did it due to his unit being the closest to the parking space. A Motion was duly made, seconded, and unanimously carried to approve the owner's request and waive the \$295.00 fee charged to his account.

12615-A
BRIARGLEN

The owners of 12619 Cleardale Circle was present to discuss the storage of scooters. The owners requested to know if it was permitted to store scooters in the carports along with bicycles. The Board advised the owners that it was permitted to store scooters in the carports.

12619
CLEARDALE
CIRCLE

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

H/O FORUM
CLOSED

The scheduled Hearing was held for the owner with account #CV1011585 for not parking their vehicles in the garage. The owner was not present. 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 requested to advise the owner of the Hearing results, request the owner provide photographs of both vehicles in the garage, and schedule another Hearing at the next Meeting, at which another fine could be imposed.

HEARING
#CV1011585
PARKING
VIOLATION

The scheduled Hearing was held for the owner with account #CV1011844 for having expired tags on their vehicle. The owner was not present. A Motion was duly made, seconded, and unanimously carried to impose a \$100.00 fine, in accordance with the Association's Violation & Fine Policy.

HEARING
#CV1011844
EXPIRED TAGS

The scheduled Hearing was held for the owner with account #CV1014722 for not parking their vehicles in the garage. The owner was not present. A Motion was duly made, seconded, and unanimously carried close the violation as the matter had been resolved.

HEARING
#CV1014722
PARKING
VIOLATION

The scheduled Hearing was held for the owner with account #CV1014525 for leaving tools in the carport. The owner was not present. A Motion was duly made, seconded, and unanimously carried close the violation as the matter had been resolved.

HEARING
#CV1014525
CARPORT

The scheduled Hearing was held for the owner with account #CV1014585 for going through others resident's trash to collect empty bottles and cans. The owner was not present. 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 requested to advise the owner of the Hearing results and schedule another Hearing at the next Meeting, at which another fine could be imposed.

HEARING
#CV1014585
DUMPSTER
DIVING

The scheduled Hearing was held for the owner with account #CV1014432 for debris and weeds in the patio. The owner was not present. A Motion was duly made, seconded, and unanimously carried close the violation as the matter had been resolved.

HEARING
#CV1014432
DEBRIS IN PATIO

The scheduled Hearing was held for the owner with account #CV1014974 for causing a noise nuisance to surrounding neighbors. The owner was not present. 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 requested to advise the owner of the Hearing results and schedule another Hearing at the next Meeting, at which another fine could be imposed.

HEARING
#CV1014974
NOISE NUISANCE

The scheduled Hearing was held for the owner with account #CV1014146 for a broom stored in the patio. The owner was not present. A Motion was duly made, seconded, and unanimously carried close the violation as the matter had been resolved.

HEARING
#CV1014146
BROOM IN PATIO

Mr. Spencer of Accurate Termite and Pest Control was present to provide the Board with an update. Mr. Spencer advised that they were on track and advised they had submitted a change order and stated that a representative by the name of Jim would go back to the community and do a final walk-through and suggested that a Director(s) accompany him when the time came in case they had any questions or concerns. Director Kaesviharn stated that there were items that were billed that were not actually done and requested that they go back and be done or provide a revised invoice for what was actually completed. Mr. Spencer advised that he would look into the matter and follow up with Cardinal.

ACCURATE
TERMITE
REPORT

Ms. Ramirez and Mr. Gonzalez of Phoenix Patrol were present to discuss patrol issues. Ms. Ramirez reported that a few vehicles in the community were unlocked and broken into. Mr. Gonzalez requested an update on the security cameras that they had requested to be installed at the guard shacks, and the Directors advised that they had been approved and requested Cardinal to follow up with the installation of the security cameras. The Directors also advised that they had requested the lights at the guard shacks to be left on at night.

PATROL REPORT

Director Thomas suggested Berna Velasquez be appointed to the Board of Directors. A Motion was duly made, seconded, and unanimously carried to appoint Berna Velasquez to the Board of Directors.

BOARD MEMBER
APPOINTED

Director Thomas reported that all the pool restrooms needed to be looked at for possible repairs. Director Kaesviharn stated that he would go look at the restrooms and make a list of items that needed to be repaired or replaced.

POOL
COMMITTEE

Director Thomas gave a general report on the landscape throughout the community.

LANDSCAPE
COMMITTEE

The Directors reviewed proposal #7199 from Las Flores Landscape. A Motion was duly made, seconded, and unanimously carried to approve Las Flores Landscape's mulch proposal at a cost of \$2,250.00 plus \$125.00 for new planting at 12651 Glendale from the landscape walk. Cardinal was requested to inform the vendor of the Board's decision.

LANDSCAPE
WALK PROPOSAL

There was no Website Committee report. No action was required.

WEBSITE
COMMITTEE

There was no Architectural Committee report. A Motion was duly made, seconded, and unanimously carried to appoint Berna Velasquez to the Architectural Committee.

ARCHITECTURAL
COMMITTEE

There was no Maintenance Committee report. No action was required.

MAINTENANCE
COMMITTEE

A Motion was duly made, seconded, and carried to approve the July 24, 2019 Regular Meeting Minutes, as submitted.

APPROVAL OF
MINUTES

The Directors reviewed the July 2019 Financial Statement. A Motion was duly made, seconded, and unanimously carried to accept the July 2019 Financial Statement, subject to audit.

FINANCIAL
REVIEW

The Directors reviewed the 2019/2020 Draft Budget. A Motion was duly made, seconded, and unanimously carried to approve the Draft Budget with no increase in assessments.

DRAFT BUDGET

The Directors reviewed correspondence from the owner of account #CV1014093 requesting a payment plan. A Motion was duly made, seconded, and unanimously carried to approve the owner's request for a payment plant with the stipulation that the balance was to be paid in full within six months. Cardinal was directed to notify the owner of the Board's decision.

#CV1014093
PAYMENT PLAN
REQUEST

The Directors discussed the exterior wall and landscape and advised that there was nothing to report.

EXTERIOR WALL
& LANDSCAPE

The Directors discussed charging stations in the community. Cardinal advised the Board that they had not received any response from Charge Point via email or by phone. Director Kaesviharn stated that he had attempted to contact them as well and was not able to reach a live person. The Director's requested that Cardinal try contacting Southern California Edison for a bid.

CHARGING
STATIONS

The Directors reviewed proposal #106761 from PCW Contracting Services for block wall repairs at 12660 K Briarglen Loop. A Motion was duly made, seconded, and unanimously carried to table the proposal to the September 2019 Meeting.

PCW
CONTRACTING
PROPOSAL

The Directors reviewed proposal #106493 from PCW Contracting Services for dryrot repairs at 12615 D Briarglen Loop. A Motion was duly made, seconded, and unanimously carried to deny the proposal and request a separate proposal to re-seal the deck.

PCW
CONTRACTING
PROPOSAL

The Directors reviewed proposals from Accurate Termite and Pest Control and the Completion Matrix. A Motion was duly made, seconded, and unanimously carried to approve proposal #48420 for termite treatment at 7735 D Briarglen Loop, at a cost of \$414.00, proposal #48943 for termite treatment at 7778 Cleardale Circle, at a cost of \$828.00, proposal #48303 for termite treatment at 12610 M Briarglen Loop, at a cost of \$69.00, proposal #48439 for termite treatment at 12616 Moordale Circle, at a cost of \$138.00, proposal #48452 for termite treatment at 12650 Glendale Circle, at a cost of \$347.00, proposal #48442 for termite treatment at 12651 A Briarglen Loop, at a cost of \$760.00, proposal #48057 for termite treatment at 12655 H Glendale Circle, at a cost of \$1,173.00, and the items on the change order, all to be charged to reserves.

ACCURATE
TERMITE & PEST
CONTROL
PROPOSALS

The Directors reviewed a proposal from Alan Smith Pools for re-plastering of the pool and spa. A Motion was duly made, seconded, and unanimously carried to table the proposal to the September 2019 Meeting and request a revised bid for a better quote if all three pools were done, obtain additional bids from other vendors for all three pools, and to research when the pools and spas were previously re-plastered.

ALAN SMITH
POOL PROPOSAL

The Directors reviewed a proposal from Aquatrends for the Title 22 Monitoring Service. A Motion was duly made, seconded, and unanimously carried to table the proposal to the September 2019 Meeting and obtain additional bids.

AQUATRENDS
TITLE 22
PROPOSAL

The Directors reviewed a proposal from FHA Review for a name search correction. A Motion was duly made, seconded, and unanimously carried to deny the proposal.

FHA REVIEW
PROPOSAL

The Directors reviewed proposal #106971 from PCW Contracting Services for the perimeter wall. A Motion was duly made, seconded, and unanimously carried to table the proposal to the September 2019 Meeting.

PCW PROPOSAL
PERIMETER WALL

The Directors reviewed proposal #106972 from PCW Contracting Services for utility door repairs. A Motion was duly made, seconded, and unanimously carried to deny the proposal, as the original request was only for 12 utility doors.

PCW PROPOSAL
UTILITY DOORS

The Directors reviewed proposal #106978 from PCW Contracting Services for the painting of thirty-one light poles. A Motion was duly made, seconded, and unanimously carried to approve the proposal to paint thirty-one light poles, at a cost of \$5,525.00, to be charged to reserves.

PCW PROPOSAL
LIGHT POLES

The Directors reviewed proposal #106973 from PCW Contracting Services for the replacement of the cable TV access panels. A Motion was duly made, seconded, and unanimously carried to table the proposal to the September 2019 Meeting and request a revised bid for only the doors not including the frames.

PCW PROPOSAL
ACCESS PANELS

The Directors reviewed proposal #1069771 from PCW Contracting Services for the painting of the mailbox posts and bases. A Motion was duly made, seconded, and unanimously carried to deny the proposal.

PCW PROPOSAL
MAILBOX POSTS

The Directors reviewed proposal #107019 from PCW Contracting Services for the installation of parking signs. A Motion was duly made, seconded, and unanimously carried to approve the proposal for the installation of the smaller parking signs, at a cost of \$1,025.00.

PCW PROPOSAL
PARKING SIGNS

The Directors reviewed proposal #106938 from PCW Contracting Services for the repairs to the cement landing at 7702 Lansdale Circle. A Motion was duly made, seconded, and unanimously carried to table the proposal to the September 2019 Meeting and obtain an additional bid.

PCW PROPOSAL
CEMENT
LANDING

The Directors reviewed proposal #106937 from PCW Contracting Services for dry rot repairs at 7703 Lansdale Circle. A Motion was duly made, seconded, and unanimously carried to table the proposal to the September 2019 Meeting and obtain additional bids for the deck only.

7703 LANSDALE
PCW PROPOSAL
DRY ROT REPAIRS

The Directors reviewed proposal #107132 from PCW Contracting Services for handrail repairs at 7770 L Ramsdale Way. A Motion was duly made, seconded, and unanimously carried to approve the proposal for handrail repairs at 7770 L Ramsdale Way, at a cost of \$1,350.00 with the stipulation that the final approval would be provided by Director Patterson after her inspection.

7770-L RAMSDALE
PCW PROPOSAL
HANDRAILS

The Directors reviewed proposal #107010 from PCW Contracting Services for drywall repairs at 7776/7778 Youngdale. A Motion was duly made, seconded, and unanimously carried to approve the proposal for drywall repairs at 7776/7778 Youngdale, at a cost of \$1,675.00 and to find out if this was homeowner responsibility.

7776 YOUNGDALE
PCW PROPOSAL
DRYWALL
REPAIRS

The Directors reviewed proposal #107032 from PCW Contracting Services for dry rot repairs at 7777 Ramsdale Way. A Motion was duly made, seconded, and unanimously carried to table the proposal to the September 2019 Meeting and request a revised bid without gate repairs, as the gate was homeowner responsibility.

7777 RAMSDALE
PCW PROPOSAL
DRY ROT

The Directors reviewed proposal #107136 from PCW Contracting Services for bathroom ceiling repairs at 12621 K Cleardale Circle. A Motion was duly made, seconded, and unanimously carried to approve the proposal for bathroom ceiling repairs at 12621 K Cleardale Circle, at a cost of \$925.00 and request that the vendor advise if it was homeowner responsibility.

12621-K
CLEARDALE PCW
PROPOSAL
CEILING REPAIRS

The Directors reviewed proposal #107054 from PCW Contracting Services for exterior repairs on the roof at 12621 F Moordale Circle. A Motion was duly made, seconded, and unanimously carried to deny the proposal and to request the roofing vendor submit a proposal for the repairs.

12621-F
MOORDALE PCW
PROPOSAL ROOF
REPAIRS

The Directors reviewed proposal #106933 from PCW Contracting Services for the replacement of the traffic delineators. A Motion was duly made, seconded, and unanimously carried to table the proposal to the September 2019 Meeting, request additional bids from other vendors, and obtain separate bids to have the line and words painted on the asphalt.

PCW PROPOSAL
TRAFFIC
DELINEATORS

The Directors reviewed proposal #107030 from PCW Contracting Services for iron railing repairs at 7730 N Briarglen Loop. A Motion was duly made, seconded, and unanimously carried to approve the proposal for iron railing repairs at 7730 N Briarglen Loop, at a cost of \$2,995.00.

7730-N
BRIARGLEN
PCW PROPOSAL
RAILING REPAIR

The Directors reviewed proposal #19080552 from Scott English Plumbing. A Motion was duly made, seconded, and unanimously carried to approve Scott English Plumbings proposal for a water main replacement at 7720 H Riverdale Way, at a cost of \$2,895.00.

7720-H
RIVERDALE
SCOTT ENGLISH
MAIN REPLACE.

The Directors reviewed correspondence from the owner with account #CV1012953 requesting reimbursement for wood framing repairs. A Motion was duly made, seconded, and unanimously carried to approve the owner's request for a reimbursement in the amount of \$706.88. Cardinal was directed to notify the owner of the Board's decision.

H/O CORR.
CV1012953

The Directors reviewed correspondence from the owner with account #CV1010487 requesting reimbursement for repairs done to his unit. A Motion was duly made, seconded, and unanimously carried to deny the owner's request, as the repairs were homeowner responsibility.

H/O CORR.
CV1010487

The Directors reviewed correspondence from the owner with account #CV1011424 requesting a tow reimbursement. A Motion was duly made, seconded, and unanimously carried to deny the owner's request stating that the owner should have known that the Association required vehicles to have parking permits in order to park in the community.

H/O CORR.
CV1011424

The Directors reviewed correspondence from the owner with account #CV1014974 regarding a neighbor complaint and cameras installed on the interior of her unit. The Board advised that the matter was a neighbor to neighbor issue and there was nothing that they could do, suggested that she contact the police if things escalated, and that the owner was permitted to install cameras on the interior of her unit.

H/O CORR.
CV1014974

The Directors reviewed correspondence from the owner with account #CV1011054 requesting reimbursement for carpet cleaning recently done in his unit due to a flea infestation. A Motion was duly made, seconded, and unanimously carried to deny the owner's request as the Association had done everything they could do to assist with the matter.

H/O CORR.
CV1011054

The Directors reviewed correspondence from the owner with account #CV1010954 regarding a neighbor complaint. The Board advised that the matter was a neighbor to neighbor issue and there was nothing that they could do, and suggested that they contact the police if things escalated.

H/O CORR.
CV1010954

The Directors reviewed a proposal from Strategic's Waste Optimization Services. A Motion was duly made, seconded, and unanimously carried to deny the proposal.

STRATEGIC'S
WASTE PROPOSAL

There being no further business, the Meeting was adjourned at 8:30 p.m.

ADJOURN

Submitted by: Jennifer Centeno

SUBMITTED

ATTEST:

ATTEST

Jennifer Thomas, President

Date

SECRETARY CERTIFICATION

CERTIFY

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, 2019, as approved by the Board Members in attendance of the Meeting.

Marisa Patterson, Secretary

Date

DRAFT