

CROSSPOINTE VILLAGE HOMEOWNERS' ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS  
AUGUST 25, 2021

The Regular Meeting of the Board of Directors of the Crosspointe Village Homeowners Association was held on Wednesday, August 25, 2021 at Cardinal Property Management, 825 N. Park Center Drive, #101 Santa Anna, CA 92705 and via teleconference, Meeting ID# 991-5288-7456. Director Jennifer Thomas called the Meeting to order at 6:30 p.m.

CALL TO  
ORDER

Directors Present: Jeff Jones  
Marisa Patterson  
Logan Stover  
Jennifer Thomas  
Berna Valenzuela

Directors Absent: None

Representing Cardinal: Theresa Hirschman, CMCA, AMS, PCAM  
Senior Account Manager  
April Dana, Account Manager

Others Present: Daniel Jeffers  
Linda Lucienne  
Diane Moore  
Arthur Nakawaki  
Laura Riney  
Phuc Phillip Cong Phan  
Mayela Ramirez, Phoenix Patrol  
Matthew Sandoval

It was announced the Board met in Executive Session following the Regular Meeting on July 28, 2021 to approve the June 23, 2021 Executive Session Minutes and discuss legal matters.

EXEC. SESS.  
ANNOUNCEMENT

The scheduled Hearing was held for the owner with account CV1011836 for exterior alterations. The owner was not present. A Motion was duly made, seconded, and unanimously carried to close the violation, as the matter had been corrected.

HEARING  
CV1011836

The scheduled Hearing was held for the owner with account CV1011844 for utilizing the garage for storage. The owner was not present. As the violation had not been corrected and no response had been received, a Motion was duly made, seconded, and unanimously carried to impose a \$200.00 fine in accordance with the Association's Violation and Fine Policy and schedule another Hearing. Cardinal was directed to notify the owner of the Board's decision and schedule a Hearing for the next Meeting.

HEARING  
CV1011844

The scheduled Hearing was held for the owner with account CV1014012 for patio maintenance. The owner was present. A Motion was duly made, seconded, and unanimously carried to close the violation, as the matter had been corrected.

HEARIANG  
CV1014012

The scheduled Hearing was held for the owner with account CV1014605 for a parking violation/wrong decal. The owner was not present. As the violation had not been corrected and no response had been received, a Motion was duly made, seconded, and unanimously carried to impose a \$200.00 fine in accordance with the Association's Violation and Fine Policy and schedule another Hearing. Cardinal was directed to notify the owner of the Board's decision and schedule a Hearing for the next Meeting.

HEARING  
CV1014605

The scheduled Hearing was held for the owner with account CV1020937 for the installation of a pet door in the front door. The owner was not present. As the violation had not been corrected and no response had been received, a Motion was duly made, seconded, and unanimously carried to impose a \$300.00 fine in accordance with the Association's Violation and Fine Policy and schedule another Hearing. Cardinal was directed to notify the owner of the Board's decision and schedule a Hearing for the next Meeting.

HEARING  
CV1020937

President Thomas opened the Homeowner Forum.

H/O FORUM

The owner with account CV1012188 was present to express favoritism with the possible increase of assessments and in agreement with the Association's current direction.

H/O ACCOUNT  
CV1012188

The owner with account CV1014614 was present to discuss a possible increase in assessments.

H/O ACCOUNT  
CV1014614

The owner with account CV1014498 was present to discuss a late charge imposed to their assessment account and requested an explanation of the assessment increase from last year. The Board advised the increase was for operating expenses.

H/O ACCOUNT  
CV104498

The owner with account CV1014770 was present to discuss assessments and a courtesy notice received and requested explanation of approved and unapproved unit letters. The Board advised the matter would be included on the next Meeting Agenda.

H/O ACCOUNT  
CV1014770

The owner with account CV1014012 was present to request a list of Association authorized contractors.

H/O ACCOUNT  
CV1014012

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

H/O FORUM  
CLOSED

Mayela Ramirez of Phoenix Patrol was present to provide the gate attendant report. Ms. Ramirez reported the internet issue/report accessibility had been resolved; asked if the stored vehicles parked in open parking spaces were to be cited and towed according to the Association's Rules and Regulations; and, vandalism and trespassing within the community had decreased. A Motion was duly made, seconded, and unanimously carried to approve resuming the stored vehicle in open parking procedures in accordance with the Association's Rules and Regulations. Phoenix Patrol was requested to monitor the issue of running water throughout the community and report issues to the management company as necessary.

PHOENIX  
PATROL  
REPORT

There was no report from the Pool Committee.

The Directors reviewed the Landscape Committee Report. No action required.

A Motion was duly made, seconded, and unanimously carried to approve the following proposals from Las Flores Landscape:

- Proposal 7580 for tree removal at a cost of \$650.00
- Proposal 7576 for tree removal at a cost of \$650.00
- Proposal 7586 for tree removal at a cost of \$750.00
- Proposal 7587 for tree removal at a cost of \$225.00
- Proposal 7594 for tree removal at a cost of \$825.00

There was no report provided by the Website Committee.

There was no report provided by the Architectural Committee.

There was no report provided from the Maintenance Committee

A Motion was duly made, seconded, and unanimously carried to approve the Minutes of the July 28, 2021 Regular Meeting as presented.

The Directors confirmed the monthly review of the Financial Statement. A Motion was duly made, seconded, and unanimously carried to accept the July 2021 Financial Statement as submitted, subject to audit.

The Directors reviewed the Aging Report. No action was required.

The Directors reviewed and discussed the three 2021-2022 Budget Drafts, one with a \$19.00 increase, one with a \$14.00 increase, and one with a \$10.00 increase. A Motion was duly made, seconded, and carried to approve the 2021-2022 Budget, with a \$19.00 increase in the monthly assessment. Directors Jones and Valenzuela were opposed. Cardinal was requested to draft a Budget cover letter, for the Board's review and approval, to include the following: "BOD attended several Budget Meetings to discuss the aging of the Association and vendor wage increases, etc. to determine the \$19.00 increase".

The Directors reviewed the updated Project Manager Report from Ross Construction Management.

- The fence repair at 12618 Cleardale had been resolved. No further action was required.
- The screen door/wood filler at 12653 Scottsdale was to be painted by Pilot. No further action was required.
- The carport drywall at 12656 Scottsdale was repaired by Pilot at a cost of \$330.00. No further action was required.

POOL COMM.

LAND. COMM.

LAS FLORES  
LANDSCAPE  
TREE REMOVAL  
PROPOSALS

WEBSITE COMM.

ARCH. COMM.

MAINT.COMM.

APPROVAL OF  
MINUTES

FINANCIAL  
REVIEW

AGING REPORT

2021-2022  
BUDGET DRAFT

PROJECT  
MANAGER  
UPDATE/REVIEW

- The rain gutter downspout repair at 12658 Scottsdale was determined to be the Association's responsibility. Therefore, a proposal needed to be requested.
- A Motion was duly made, seconded, and unanimously carried to approve the fence repair at 12654 Scottsdale at a cost of \$76.00.
- It was noted Icon would provide a cost regarding the Association's lighting.

PROJECT  
MANAGER  
CONTINUED

The Directors reviewed the pool sign replacement proposals from PCW Contracting Services, Vasin Signs and Aquatrends. A Motion was duly made, seconded, and unanimously carried to approve the August 18, 2021 proposal from PCW Contracting Services to replace the required signage at the Association's pool at a cost of \$865.00, with the stipulation all necessary wood was painted.

POOL SIGNAGE  
PROPOSAL

The Directors reviewed the deck repair proposals from OCBS, Inc. and PCW Contracting Services. A Motion was duly made, seconded, and unanimously carried to approve the following proposals from PCW Contracting Services:

PCW  
PROPOSALS:

- Deck repairs at 12615 Briarglen, Unit J at a cost of \$2,775.00, to be charged to reserves.
- Deck repairs at 7732 Moordale at a cost of \$2,985.00, to be charged to reserves.
- Deck repairs at 7720 Riverdale, Unit N at a cost of \$1,990.00, to be charged to reserves.

12615 BRIARGLEN  
#J  
7732 MOORDALE  
7720 RIVERDALE  
#N

The Directors reviewed the proposal from PCW Contracting Services. A Motion was duly made, seconded, and unanimously carried to approve the proposal from PCW Contracting Services to complete the interior repairs at 12671 Briarglen, Unit A at a cost of \$2,465.00, to be charged to reserves.

12671 BRIARGLEN  
#A

The Directors reviewed the proposal from PCW Contracting Services. A Motion was duly made, seconded, and unanimously carried to approve the proposal from PCW Contracting Services to repair the stair stringer at 7705 Lansdale at cost of \$2,470.00, to be charged to reserves.

7705 LANSDALE

The Directors reviewed the proposal from PCW Contracting Services. A Motion was duly made, seconded, and unanimously carried to approve the proposal from PCW Contracting Services to repair the stair stringer at 7701 Lansdale at cost of \$2,195.00, to be charged to reserves.

7701 LANSDALE

The Directors reviewed the correspondence from Personal Touch Cleaning & Maintenance. A Motion was duly made, seconded, and unanimously carried to approve the annual increase request from Personal Touch Cleaning for an annual amount of \$495.00, effective November 1, 2022. Cardinal was requested to include the annual fee increase in the 2022/2023 Budget.

PERSONAL  
TOUCH CLEAN  
CORRESP.

The Directors reviewed the correspondence from Golden State Water Company regarding high water usage. As the matter had been corrected, no further action was required.

GOLDEN STATE  
WATER CO.

Directors Jones gave the Public Safety Committee Report. Discussion was held regarding proposed diagonal parking on Village Center Drive. Cardinal was requested to draft a letter to the Mayor and City Council for the City of Stanton advising the Association was strongly opposed to diagonal parking on Village Center Drive as it would pose safety and hazardous conditions. The draft letter was to be sent to Director Jones before sending it to the City Council and the Mayor. Cardinal was also directed to send an email blast to the membership advising of the possible diagonal parking. It was also noted lights were out on Village Drive.

PUBLIC  
SAFETY  
COMM.

The Directors reviewed the response from the Tinnelly Law Group regarding the proposed Neighbor-to-Neighbor Dispute Policy. A Motion was duly made, seconded, and unanimously carried to approve the proposed policy as drafted by the Tinnelly Law Group. Cardinal was requested to distribute the proposed policy to the membership via general notice for the twenty-eight-day comment period as required by law and add the adoption of the policy to the next Meeting Agenda.

PROPOSED  
NEIGHBOR-TO-  
NEIGHBOR  
DISPUTE POLICY

The Directors reviewed the Storage Box Inventory List. A Motion was duly made, seconded, and unanimously carried to approve the management company to destroy the content of the boxes per the Records Retention Policy and provide an update to the Board on the number of boxes that would remain in storage.

STORAGE BOX  
INVENTORY  
LIST

The Directors reviewed the correspondence from the owner with account CV1014004 regarding a request for the waiver of a fine. A Motion was duly made, seconded, and unanimously carried to deny the owner's request as the fines were imposed in accordance with the Association's Violation and Fine Policy.

H/O CORRESP.  
CV1014004

The Directors reviewed the correspondence from the owner with account CV1022794 requesting a parking decal variance. A Motion was duly made, seconded, and carried to approve the owner's request for a parking decal variance. Director Patterson was opposed.

H/O CORRESP.  
CV1022794

The Directors reviewed the correspondence from the owner with account CV1010328 requesting a parking decal variance. A Motion was duly made, seconded, and unanimously carried to approve the owner's request for a parking decal variance with the stipulation the old decal was returned.

H/O CORRESP.  
CV1010328

The Directors reviewed the correspondence from the owner with account CV1011498 requesting a parking decal variance. A Motion was duly made, seconded, and unanimously carried to approve the owner's request for a parking decal variance.

H/O CORRESP.  
CV1011498

The Directors reviewed the correspondence from the owner with account CV1011323 requesting a parking decal variance. A Motion was duly made, seconded, and carried to deny the owner's request for a parking decal variance. Director Thomas abstained; Director Jones was opposed. It was noted the vehicle could not be parked on community property and the appropriate information was to be forwarded to the Phoenix Patrol Gate Attendant.

H/O CORRESP.  
CV1011323

The Directors reviewed the correspondence from the owner with account CV1012188 requesting the Association's gate code be changed. A Motion was duly made, seconded, and unanimously carried to deny the owner's request for a gate code change. Cardinal was requested to thank the owner for their concerns.

H/O CORRESP.  
CV1012188

The Directors reviewed the correspondence from the owner with account CV1010314 requesting flea borne disease information be sent to the membership. A Motion was duly made, seconded, and unanimously carried to deny the owner's request to send information to the membership. Cardinal was requested to thank the owner for their concerns.

H/O CORRESP.  
CV1010314

The Directors reviewed the work order and site inspection reports. No action was required.

WO/SI  
REPORTS

There being no further business, the Meeting was adjourned at 7:52 p.m. to the Executive Session.

ADJOURN TO  
EEC. SESS.

Submitted by: Theresa Hirschman, CMCA, AMS, PCAM, Senior Account Manager

SUBMITTED

ATTEST:

ATTEST

\_\_\_\_\_  
Jennifer Thomas, President

\_\_\_\_\_  
Date

**SECRETARY CERTIFICATION**

**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 25, 2021, as approved by the Board Members in attendance of the Meeting.

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

\_\_\_\_\_  
Date