

CROSSPOINTE VILLAGE HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
AUGUST 24, 2022

The Regular Meeting of the Board of Directors of the Crosspointe Village Homeowners Association was held on Wednesday, August 24, 2022, at Cardinal Property Management, 3111 N. Tustin St., Suite 200, Orange, CA 92865 and via teleconference, Meeting ID# 991-5288-7456. The Vice President, Berna Valenzuela, called the Meeting to order at 6:30 p.m.

CALL TO
ORDER

Directors Present: Jeff Jones
Marisa Patterson
Berna Valenzuela

Directors Absent: Jennifer Thomas

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

Others Present: Deanna Coventon
Rhonda Insalaco
Lisa Park
Sung Park
Mayla Ramirez - Phoenix Patrol
Laura Riney

It was reported that the quorum of 25% had not been achieved to conduct the Fifth Calling of the Annual Meeting, as only 122 ballots had been received of the 124 ballots necessary to achieve the reduced quorum of twenty-five percent. It was announced that the Sixth Calling of the Annual Meeting would be held on September 28, 2022. Cardinal was also directed to include the No Quorum Resolution on the agenda for the next Meeting.

ANNUAL
MEETING

The scheduled Hearing was held for the owner with account CV1010785 for an unapproved architectural modification. A Motion was duly made, seconded, and unanimously carried to close the Hearing as the violation had been resolved.

HEARING H/O
CV1010785

The scheduled Hearing was held for the owner with account CV1010793 regarding lights. A Motion was duly made, seconded, and unanimously carried to close the Hearing as the violation had been resolved.

HEARING H/O
CV1010793

Director Valenzuela opened the Homeowner Forum.

H/O FORUM

The owner with account CV1012206 was present to inquire about Minutes for March and May not being posted in the owner portal. The owner also inquired about EZ charging stations being installed and suggested a survey be sent to owners to determine interest.

H/O
CV1012206

The owner with account CV1014501 was present to inquire why the report from the certified arborist was not received. The owner requested the Board to request the report from RCM and advised that they would volunteer to contribute to pay for treatment.

H/O
CV1014501

The owner with account CV1011420 was present to ask the Board to consider treating trees instead of removing them. The owner volunteered to contribute to help pay for treatment.

H/O
CV1011420

<p>The owner with account CV1010295 was present to request removal of a massive sycamore tree close to their unit.</p>	H/O CV1010295
<p>The owner with account CV1014558 was present to inquire if the Board would inform owners which trees were being considered for removal.</p>	H/O CV1014558
<p>As there were no other owners who wished to address the Board, the Homeowner Forum was closed.</p>	H/O FORUM CLOSED
<p>Mayela Ramirez, a representative from Phoenix Patrol, was present to report on community patrol services.</p>	PHOENIX PATROL
<p>The Directors reviewed a homeowner inquiry regarding gate attendants. It was noted owners were advised to contact Cardinal directly with complaints and suggested gate attendants should have a standard response for owners. It was discussed owners/residents providing food, drinks, and gifts to the attendants, and noted that the attendants were not to treat those owners/residents any different than the rest of the owner/residents.</p>	GATE ATTENDANT
<p>The Directors discussed adjusting the graveyard shift, so an attendant was on site past 2:00 a.m. It was reported that most issues were being reported during the hours of 2:00 a.m. to 6:00 a.m. It was suggested to check report and adjusting shift times for a few weeks or having patrol units patrol community at different times. Mayela Ramirez was requested to investigate options for discussion at the next Regular Session.</p>	COMM. PATROL TIMES
<p>The Directors discussed the patrol report having items or information that was unnecessary. Mayela Ramirez was advised to inform gate attendants to only state facts in reports.</p>	PATROL REPORT
<p>There was no report from the Pool Committee.</p>	POOL COMM.
<p>The Directors discussed the August Landscape Walk report. It was noted item A in the report for proposal 7666 was denied in March in the amount of \$11,160.00.</p>	LAND. COMM.
<p>The Directors discussed and reviewed proposal #7734 from Las Flores Landscape for installation of mulch in the amount of \$15,840.00. A Motion was duly made, seconded, and unanimously carried to table the proposal.</p>	MULCH
<p>The Directors discussed the arborist reports. A Motion was duly made, seconded, and unanimously carried to table the report to the next Regular Session. Cardinal was directed to request that Las Flores provide the arborist report from RPW.</p>	ARBORIST REPORT
<p>The Directors reviewed the proposals from Las Flores for both options for installation of trees where the coral trees on Scottsdale Circle had been removed. A Motion was duly made, seconded, and unanimously carried to table proposals #7744 & 7748 for plant installation from Las Flores. Cardinal was directed to request a list of drought tolerant and pest resistant plants and the cost to treat the sycamore trees from Las Flores. Cardinal was also directed to inquire if treating the sycamore trees was putting off the inevitable or would it extend the tree life and if so for how long.</p>	LAS FLORES

<p>The Board reviewed the approved Architectural Application for the owner of account CV1010382 for installation of a carport camera. No action was required.</p>	ARCH.COMM.
<p>A Motion was duly made, seconded, and unanimously carried to ratify the Maintenance Committee's approval of the proposal from Partner's Plumbing for unit repairs at 12615 Briarglen Unit J at a cost of \$2,600.00. A Motion was duly made, seconded, and unanimously carried to ratify the approval of the proposal from Partner's Plumbing for mainline repairs for units 7708 & 7710 Rockybrook at a cost of \$4,362.92. A Motion was duly made, seconded, and unanimously carried to ratify the approval of the proposal from Aquatrends for the pool light replacement at the cost of \$1,684.42. A Motion was duly made, seconded, and unanimously carried to ratify the approval of the proposal from Aquatrends for spa jet repairs at the cost of \$2,360.80.</p>	MAINT. COMM.
<p>A Motion was duly made, seconded, and unanimously carried to approve the Minutes of the June 22, 2022 Regular Meeting as presented.</p>	APPROVAL OF MIN.
<p>The Directors confirmed the monthly review of the Financial Statement. A Motion was duly made, seconded, and unanimously carried to accept the June 2022 Financial Statement and July 2022 Financial Statement as presented, subject to audit. Cardinal was directed to only include the Balance Sheet and Income Statement in the Board packets, as the full financial was available on the portal.</p>	FINANCIALS
<p>The Directors reviewed the current aging report. No action was required.</p>	AGING REPORT
<p>The Directors reviewed the Draft Budget. A Motion was duly made, seconded, and unanimously carried to table the Draft Budget. It was noted a Budget Meeting might need to be scheduled to approve the budget.</p>	DRAFT BUDGET
<p>The Directors discussed the proposal for the restatement of the CC & Rs at the cost of approximately \$10,000.00-\$15,000.00. A Motion was duly made, seconded, and unanimously carried to table the proposal to the October Meeting to provide time to ask Association attorney to attend the Meeting to discuss the subject further.</p>	RESTATE. CC&Rs
<p>A Motion was duly made, seconded, and unanimously carried to table the proposal from Peak Lighting originally received November 10, 2021, for carport lighting at the cost of \$10,981.38.</p>	CARPORT LIGHTING
<p>The Directors discussed encouraging homeowners to use the portal and suggested to include instructions on how to request work orders on statements. It was requested for the response time and communication between Cardinal and owners be 2-3 days. It was noted that Cardinal was requesting a proposal from Partner's Plumbing for trenching when a main line leak was reported, to be compared to Las Flores Plumbing. Cardinal was directed to include pending agenda items to be discussed on every monthly agenda.</p>	DISCUSSION ITEMS
<p>The Directors discussed water conservation. Cardinal was directed to request an irrigation schedule from Las Flores to ensure the Association was following all water conservation restrictions.</p>	WATER CONSERV.

The Directors reviewed the proposal from Golden Bell for Manhole Treatment. A Motion was duly made, seconded, and unanimously carried to ratify the approval of the proposal. Cardinal was directed to advise all vendors of the Board's decision.

MANHOLE
TREAT-
MENT

The Directors reviewed and discussed the request from Phoenix Patrol for an additional \$1.50 per hour, totaling \$23.00 per hour. A Motion was duly made, seconded, and unanimously carried to approve the rate increase proposal with an additional increase of \$1.00 per hour starting January 2023. It was noted the annual increase was \$20,748.00. The current annual was \$297,388.00/ \$21.50 per hour, modified to new annual of \$318,136.00/ \$23.00 per hour. Cardinal was requested to adjust the budget and send it to the Board.

PHOENIX
PATROL
INCREASE

The Directors discussed Crosspointe Association's website. A Motion was duly made, seconded, and unanimously carried to deny the request from Jeff Gollin to post requested items on the website.

WEBSITE
DISCUSS.

The Directors discussed the trash enclosure area. A Motion was duly made, seconded, and unanimously carried to deny changes/redesign to the trash enclosures.

TRASH
AREA

The Directors reviewed and discussed the correspondence with Personal Touch Cleaning regarding missed cleanings in the pool area. It was noted there were reports from residents of missed cleanings. Cardinal had requested a supervisor inspection after the scheduled cleaning. No action was required.

PERSONAL
TOUCH

The Directors reviewed the request for a gas meter painting proposal. Cardinal was directed to follow up with the vendor on the pending proposal.

GAS METER
PAINT.

The Directors reviewed the guard shack renovation proposals. It was noted the proposal from 24HRC and PCW were pending. A Motion was duly made, seconded, and unanimously carried to table the Service First Restoration proposal for \$22,850.00.

GUARD
SHACK

The Directors reviewed the correspondence submitted by the owner with account CV1019073 regarding towing. Cardinal was directed to send a thank you letter for the owner's correspondence. No changes would be made to the Association's Parking Rules and Regulations at this time.

H/O CORRES.
CV1019073

The Directors reviewed the correspondence submitted by the owner with account CV1010667 regarding a variance request for a hose hook on a fence. A Motion was duly made, seconded, and unanimously carried to approve the variance. Cardinal was directed to close the violation.

H/O CORRES.
CV1010667

The Directors reviewed the fine waiver request submitted by the owner with account CV1011809. A Motion was duly made, seconded, and unanimously carried to deny the fee waiver request in the amount of \$100.00 as the fine was imposed in accordance with the Association's Violation and Fines Policy. Cardinal was directed to advise the owner of the Board's decision.

H/O CORRES.
CV1011809

The Directors reviewed the fine waiver request submitted by the owner with account CV1012774. A Motion was duly made to waive the late charge. The Motion failed due to a lack of a second. A Motion was duly made, seconded, and carried to deny the owner's request for waiver of the \$75.00 fine. Director Jones abstained. Cardinal was directed to advise the owner of the Board's decision.

H/O CORRES.
CV1012774

The Directors reviewed the correspondence submitted by the owner with account CV1012774 regarding a community garage sale. A Motion was duly made, seconded, and unanimously carried to deny the request for a community or private patio/garage sale. Cardinal was directed to advise the owner of the Board's decision.

H/O CORRES.
CV1012774

The Directors reviewed a complaint submitted by the owner with account CV1014568 regarding a home car business. Cardinal was directed to send the owner of account CV1014538 a notice regarding the unapproved home business.

H/O CORRES.
CV1014568

The Directors reviewed a complaint submitted by the owner with account CV1014770 regarding landscape vendor concerns. Cardinal was directed to send a thank you letter to the owner for their correspondence and advise the owner the Board had reviewed their correspondence.

H/O CORRES.
CV1014770

The Directors reviewed a complaint submitted by the owner of account CV1014974 regarding concerns with a neighbor. Cardinal was directed to send a thank you letter to the owner for their correspondence and advise the owner to call police if the matter occurred again.

H/O CORRES.
CV1014974

The Directors reviewed the correspondence submitted by the owner with account CV1014501 regarding emails. A Motion was duly made, seconded, and unanimously carried to table the discussion to the Executive Session following the Regular Session.

H/O CORRES.
CV1014501

The Directors reviewed the correspondence submitted by the owner with account CV1014501 regarding Phoenix Patrol delivery notifications. It was noted that owners were not advised of deliveries from FEDEX, UPS, food deliveries, etc. As the owner was expecting a delivery, Cardinal was directed to advise the owner of the notification information.

H/O CORRES.
CV1014501

The Directors reviewed the correspondence submitted by the owner with account CV1014501 regarding moving Phoenix Patrol to before Homeowner's Forum on the agenda. A Motion was duly made, seconded, and unanimously carried to approve to move Phoenix Patrol before the Homeowner's Forum. Cardinal was directed to advise the owner of the Board's decision.

H/O CORRES.
CV1014501

The Directors reviewed the fee waiver request submitted by the owner with account CV1014605 regarding expired license plates. A Motion was duly made, seconded, and unanimously carried to table the request. Cardinal was requested to present actual fine letters for review.

H/O CORRES.
CV1014605

<p>The Directors reviewed the correspondence submitted by the owner with account CV1012556 regarding a complaint. Cardinal was directed to send a thank you letter to the owner for reporting the issue and suggested contacting the police if the issue happened again.</p>	H/O CORRES. CV1012556
<p>The Directors reviewed the fee waiver request submitted by the owner with account CV1014396 regarding fines for a broken fixture on a patio light. A Motion was duly made, seconded, and unanimously carried to waive the fine. Cardinal was directed to advise the owner of the Board's decision.</p>	H/O CORRES. CV1014396
<p>The Directors reviewed the correspondence submitted by the owner with account CV1014426 suggesting alternative Meeting date/ time. Cardinal was directed to send a thank you letter to the owner for their suggestion and advise the owner no action was taken at this time.</p>	H/O CORRES. CV1014426
<p>The Directors reviewed the correspondence submitted by the owner with account CV1014543 regarding a tree removal/trim. It was noted the tree was already pruned and any additional pruning could be unhealthy for the tree. Cardinal was directed to send a thank you letter to the owner for their correspondence and notify them the Board was satisfied with the response and work of the professional.</p>	H/O CORRES. CV1014543
<p>The Directors reviewed the correspondence submitted by the owner with account CV1014557 regarding the violation response for the hose fixture remaining on the fence. A Motion was duly made, seconded, and unanimously carried to approve the variance request. Cardinal was directed to advise the owner of the Board's decision.</p>	H/O CORRES. CV1014557
<p>The Directors reviewed the correspondence submitted by the owner with account CV1014770 regarding a neighbor complaint. Cardinal was directed to send a courtesy letter to the owner of account CV1010611 regarding noise and smoking.</p>	H/O CORRES. CV1014770
<p>The Directors reviewed the correspondence submitted by the owner with account CV1014801 regarding a homeowner request. It was noted the photo was for gate attendant use only and would not be posted anywhere it was visible to the membership.</p>	H/O CORRES. CV1014801
<p>The Directors reviewed the correspondence submitted by the owner with account CV1023005 regarding a violation response to trimming plants/trees. A Motion was duly made, seconded, and unanimously carried to table the matter and request pictures for the Board's review at the next Meeting.</p>	H/O CORRES. CV1023005
<p>The Directors reviewed the correspondence submitted by the owner with account CV1014501 regarding a sycamore tree. It was noted that this correspondence had already been discussed in the Homeowner Forum. No action required.</p>	H/O CORRES. CV1014501
<p>The Directors reviewed the work order report. No action was necessary.</p>	WORK ORD.
<p>The Directors reviewed and discussed the Pending Agenda Item list. It was noted Cardinal had requested reports and/or proposals from vendors and would include those items on the next Meeting Agenda.</p>	PENDING AGENDA ITEM LIST

Cardinal was directed to follow up on the request for a water main line list.

MAIN LINE
LIST
LANDSCAPE
ARCHITECT

Cardinal was directed to request proposals from vendors for a landscape architect and to schedule the topic on the next Meeting Agenda.

Cardinal was directed to request a proposal from PCW for balcony repair at 12651 Briarglen and to schedule the topic on the next Meeting Agenda.

PCW PROP.

The Directors discussed the chemical listing from Newport Exterminating. It was noted Cardinal received and posted the list to the virtual bulletin board.

NEWPORT
EXTERM.

The Directors reviewed the Correspondence Section. No action was required.

CORRES.

There being no further business, the Meeting was adjourned to Executive Session at 8:04 p.m.

ADJOURNED

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

SUBMITTED

ATTEST:

ATTEST

Jennifer Thomas, President

Date

SECRETARY CERTIFICATION

SECRETARY
CERT.

I, Marisa Patterson, the appointed Secretary of the Crosspointe Village Homeowners Association, do hereby certify that the foregoing is the true and correct copy of the Minutes of the Crosspointe Village Homeowners Association Board of Directors Meeting held on August 24, 2022, as approved by the Board Members in attendance of the Meeting.

Marissa Patterson, Secretary

Date