

CROSSPOINTE VILLAGE HOMEOWNERS ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS  
FEBRUARY 22, 2012

The Regular Meeting of the Board of Directors of the Crosspointe Village Homeowners Association was held on Wednesday, February 22, 2012 at the Smoketree Clubhouse. The President, Jeff Gollin, called the Meeting to order at 6:30 p.m.

CALL TO  
ORDER

Directors Present: Jeff Gollin  
Marisa Patterson

Directors Absent: Michael Foley

Representing Cardinal: Karen Holthe, CMCA, CCAM

Others Present: George Gonzales, Phoenix Patrol  
Mayela Ramirez, Phoenix Patrol

It was noted that Lisa Glenn had tendered her resignation as a Director of the Board, effective February 4, 2012. A Motion was duly made, seconded and unanimously carried to accept the resignation. Director Gollin volunteered to retrieve the association's laptop from Ms. Glenn. Cardinal was requested to send Ms. Glenn a letter of thanks for her service to the community.

DIRECTOR  
RESIGNATION

As there were no homeowners present who wished to address the Board, the Homeowner Forum was not held.

H.O. FORUM

The scheduled Hearing was held for the member with account #CV-0010-0147-03 for failure to maintain the overgrown plants in the patio. The homeowner was not present. It was reported per the site inspection that the violation had not been corrected, but there had been an ownership change of the unit. Cardinal was requested to close the violation for the former owner and start the violation process with the new owner.

HEARING  
#0010-0147-03  
OVERGROWN  
PLANTS

The scheduled Hearing was held for the member with account #CV-0010-0218-05 for failure to install locks on the storage units in carport #646. The homeowner was not present. It was reported per the site inspection that 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, as the violation had not been corrected. Cardinal was requested to notify the owner of the Board's decision and call the owner to another Hearing at the next Meeting.

HEARING  
#0010-0218-05  
CARPORT #646

The scheduled Hearing was held for the member with account #CV-0010-0253-02 for failure to install locks on the storage units in carport #510. The homeowner was not present. It was reported per the site inspection that 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, as the violation had not been corrected. Cardinal was requested to notify the owner of the

HEARING:  
#0010-0253-02  
CARPORT #510

Board's decision and call the owner to another Hearing at the next Meeting.

The scheduled Hearing was held for the member with account #CV-0010-0253-02 for failure to install locks on the storage units in carport #543. The homeowner was not present. It was reported per the site inspection that 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, as the violation had not been corrected. Cardinal was requested to notify the owner of the Board's decision and call the owner to another Hearing at the next Meeting.

HEARING:  
#0010-0253-02  
CARPORT #543

The scheduled Hearing was held for the member with account #CV-0010-0264-01 for failure to affix a vehicle decal to the windshield. The homeowner was not present. It was noted per the site inspection that the decal 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, as the violation had not been corrected. Cardinal was requested to notify the owner of the Board's decision and call the owner to another Hearing at the next Meeting.

HEARING:  
#0010-0264-01  
VEHICLE  
DECAL

The scheduled Hearing was held for the member with account #CV-0010-0264-01 for failure to remove the stored items from carport #867. The homeowner was not present. It was noted per the site inspection that 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, as the violation had not been corrected. Cardinal was requested to notify the owner of the Board's decision and call the owner to another Hearing at the next Meeting.

HEARING  
#0010-0264-01  
CARPORT #867  
STORED ITEMS

The scheduled Hearing was held for the member with account #CV-0010-0279-03 for failure to remove the stains from carport #814. The homeowner was not present. It was noted per the site inspection that 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, as the violation had not been corrected. Cardinal was requested to notify the owner of the Board's decision and call the owner to another Hearing at the next Meeting.

HEARING  
#0010-0279-03  
CARPORT #814  
STAINS

The scheduled Hearing was held for the member with account #CV-0010-0374-02 for failure to maintain the overgrown plant material. The homeowner was not present, but it was noted per the site inspection that the violation had been corrected. A Motion was duly made, seconded and unanimously carried to close the violation. Cardinal was requested to close the violation and notify the owner of the Board's decision.

HEARING  
#0010-0374-02  
OVERGROWN  
PLANTS

The scheduled Hearing was held for the member with account #CV-0010-0470-03 for failure to provide a city permit and signed final inspection documentation for prior architectural modifications. The homeowner was not present. It was reported that the paperwork had not been received, thus the violation had not been corrected. A Motion was duly made, seconded and unanimously carried to impose a \$100.00 fine in

HEARING  
#0010-0470-03  
ARCH. MODS.  
WITHOUT  
APPROVAL

accordance with the Association's Violation & Fine Policy, as the violation had not been corrected. Cardinal was requested to notify the owner of the Board's decision and call the owner to another Hearing at the next Meeting.

George Gonzales and Mayela Ramirez from Phoenix Patrol were present. The recent incident reports were reviewed. Mr. Gonzales reported that the staff members were using cameras to document incidents as requested. The Directors requested that the staff be reminded to keep extended conversations with residents at a minimum and stay on task. The Directors also complimented Mr. Gonzales on the overall good job the patrol service had been doing.

PHOENIX  
PATROL

Director Gollin reported that after extensive research he had not found an appropriate portable surveillance camera, as the styles he had located had severely limited battery lives. Therefore, a portable camera was not a viable option for the community.

PORTABLE  
SURVEILLANCE  
CAMERA

Landscape matters were discussed. Cardinal was requested to invite Joe Hamby of Las Flores Landscape to the next Meeting. It was reported that the previous request to replace the onion plants with agapanthas at 12701 Northbrook had not been done, as the Las Flores staff had not been able to locate onion plants in the area. Director Gollin indicated that the homeowner complaint in the matter was not about the odor of the plants, but about the size of the plants at that unit, and that the plants might not be correctly identified. Cardinal was requested to inform Mr. Hamby of the new information. It was noted that the main entrance planters had been maintained as requested. The Directors stated they would review what had been done in those areas. Cardinal was requested to inquire of Mr. Hamby when the tree trimming was scheduled to be conducted.

LANDSCAPE  
COMMITTEE

There were no Pool Committee or Architectural Committee reports.

CMTE. REPORTS

Website matters were discussed. It was reported that there was a request from a homeowner to extend the placement of a rental ad on the website beyond the thirty free days of listing. A Motion was duly made, seconded and unanimously carried to allow homeowners' sale, rental and leasing ads to be displayed on the website at a cost of \$25.00 per month, after the first month at no charge. Agent listings were to continue to be listed at the price of \$50.00 per month.

WEBSITE  
COMMITTEE

The matter of forming a Maintenance Committee that had been previously tabled was discussed. A Motion was duly made, seconded and unanimously carried to form a Maintenance Committee with the authorization to approve repair items in an amount up to \$10,000.00. A Motion was then duly made, seconded and unanimously carried to appoint Jeff Gollin to the Maintenance Committee.

MAINT.  
COMMITTEE

A Motion was duly made, seconded and unanimously carried to approve the Minutes of the January 25, 2012 Regular Meeting as written.

APPROVAL  
OF REG MIN.

A Motion was duly made, seconded and unanimously carried to approve the Minutes of the February 3, 2012 Emergency Meeting as written.

APPROVAL OF  
EMER. MIN.

A Motion was duly made, seconded and unanimously carried to accept the January 2012 Financial Statement, as presented, subject to audit.

FINANCIAL  
REVIEW

The Directors discussed the delinquent resident report. A Motion was duly made, seconded and unanimously carried to record liens on delinquent accounts #CV-0010-0003-01/APN #937-67-351, #CV-0010-0020-02/APN #937-67-176, #CV-0010-0070-05/APN #937-67-302, and #CV-0010-297-05/APN #937-67-116.

DELINQUENCY  
LIENS  
RECORDED

The Directors reviewed the outstanding balance on delinquent account #CV-0010-0020-04. It was noted that the unit had been foreclosed on by a senior lien holder. A Motion was duly made, seconded and unanimously carried to write-off the outstanding balance of \$451.32 on delinquent account #CV-0010-0020-04 as bad debt.

WRITE-OFF  
BAD DEBT

Upon review, a Motion was duly made, seconded and unanimously carried to adopt the Administrative Policy Resolution to state the Board's intentions for the proper investment of the Association's funds.

ADMIN. POLICY  
RESOLUTION

No action was taken on the transfer of the prior year surplus.

SURPLUS

The Directors discussed the PrimeCo Painting & Construction project progress. It was noted that the project was nearing completion and would be finalized within the next few weeks.

WOOD/PAINT  
PROJECT

The proposals from Peak Lighting for the replacement of two light poles on Ramsdale were reviewed. A Motion was duly made, seconded and unanimously carried to approve the proposal dated November 9, 2011 to replace the missing light pole and install a new light pole to match the property standard at 7775 Ramsdale, at a cost of \$1,463.24, to be charged to reserves. A Motion was then duly made, seconded and unanimously carried to approve the proposal dated December 13, 2011 to remove the severely rusted light pole across from 7775 Ramsdale and replace the light pole to match the property standard, if the proposal were reduced to be the same cost as the November 9, 2011 proposal, a total of \$1,463.24, to be charged to reserves. Cardinal was requested to notify the vendor of the Board's decisions and request a revised proposal for the second light pole.

PEAK  
LIGHTING  
LIGHT POLE  
PROPOSALS  
RAMSDALE

The proposals from ProServ and Scott English Plumbing were reviewed for the main line repair at 7702 Scottsdale. A Motion was duly made, seconded and unanimously carried to approve the proposal from ProServ dated February 15, 2012 to install a new water line and shut off valve at 7702 Scottsdale at a cost of \$675.00, to be charged to reserves. The proposal from Scott English was denied. Cardinal was requested to notify the vendors of the Board's decisions.

MAIN LINE  
REPAIR  
SCOTTSDALE

The Directors reviewed the matter of the hot water heater leak and closet damage that had not been maintained by the homeowner as required at 7720 Elmdale Way #A. Director Gollin reported that the hot water heater was still leaking and that extensive mold had developed both inside and outside of the utility closet. As it had become a safety matter, Cardinal was requested to immediately send the homeowner a letter, allowing 15 days for the homeowner to remedy the hot water heater leak, and then another 15 days to have the mold removal conducted. Should the homeowner not take action in the specified time, the Board would have no choice but to step in and have the emergency repairs done, then call the owner to a Hearing and assess the cost of all repairs and mold remediation.

WATER  
HEATER LEAK  
UTILITY  
CLOSET MOLD  
7720 ELMDALE  
UNIT A

The current termite service contract was reviewed. No action was required.

TERMITE CONT.

The Directors reviewed the correspondence from the owner of account #CV-0010-0410-01 requesting a late fee be waived from her assessment account. A Motion was duly made, seconded and unanimously carried to deny the request. Cardinal was requested to notify the owner of the Board's decision.

H.O. CORRES.  
#0010-0410-01  
LATE FEE

The Directors reviewed the correspondence from the owner of account #CV-0010-0314-01 requesting a late fee be waived from his assessment account. A Motion was duly made, seconded and unanimously carried to deny the request. Cardinal was requested to notify the owner of the Board's decision and to remind him that the assessment was due on the first day of the month, and to mail his payments earlier to avoid future late fees.

H.O. CORRES.  
#0010-0314-01  
LATE FEE

The Directors reviewed the correspondence from the accounting administrator of the credit union which now owned account #CV-0010-0020-02, requesting a pre-lien fee be waived from the account. After reviewing the documentation also provided by Cardinal's escrow department, a Motion was duly made, seconded and unanimously carried to deny the request, as the reason the pre-lien was filed was due to the credit union's lack of documentation provided with prior payments, which could not be appropriately credited to the correct account, and the Association had already incurred the cost of the pre-lien. Cardinal was requested to notify the accounting administrator of the credit union of the Board's decision.

H.O. CORRES.  
#0010-0020-02  
PRE-LIEN FEE

The Directors reviewed the correspondence from the escrow office in the recent sale transaction for account #CV-0010-0147-03 requesting that the Board waive the interest charge previously incurred. A Motion was made, seconded and unanimously carried to deny the request, as the escrow company should have paid the fees based on the written demand provided by Cardinal's escrow department. Cardinal was requested to notify the escrow officer of the Board's decision and request that a check be sent in the amount of \$1.77, made payable to the Association.

H.O. CORRES.  
#0010-0147-03  
INTEREST

The Directors reviewed the correspondence from a neighbor of the owner of account #CV-0010-0179-01 complaining that the children of the unit were damaging the landscape when they were playing. The report was noted for future reference, but

COMPLAINT  
CHILDREN  
AT PLAY

no action was taken.

The Directors reviewed the correspondence from the owner of account #CV-0010-0034-02 requesting the address sign be replaced on the unit. Cardinal was requested to add the inspection of all address signs to the next few site inspections to see what other signs needed replacement, and then obtain quotes for replacement signs.

H.O. CORRES.  
#0010-0034-02  
NEW SIGN

The Directors reviewed the correspondence from the owner of account #CV-0010-0115-01 challenging the recently adopted spot hopping rule. Cardinal was requested to thank the owner for her correspondence and let her know that no Board action will be taken at this time.

H.O. CORRES.  
#0010-0115-01  
SPOT HOPPING

The Directors reviewed the legislative update information from Cardinal. No action was required.

LEGIS. UPDATE

The Directors reviewed the Cardinal Board Education Class Schedule for 2012 and the details of the next Board Education Class to be conducted March 29, 2012. No action was required.

CPM BOARD  
ED CLASSES

The Directors reviewed the CAI Spring Board Education Class Schedule. No action was required.

CAI BOARD ED

Cardinal was requested to check the past Minutes for the tentative garage sale date, so that planning could begin for that event. It was noted that the slurry seal project would take place after the community garage sale had been conducted.

GARAGE SALE  
TIMELINE

It was reported that an email from Cardinal had been received which detailed the upgrade to U.S. Bank procedures, now allowing e-checks. Cardinal was requested to add the news to the assessment statements.

U.S. BANK  
UPGRADES

It was noted an Executive Session was held following the January 2012 Regular Meeting to review and discuss legal issues and delinquency matters.

EXEC. SESS.

There being no further business, the Meeting was adjourned to the Executive Session at 7:35 p.m.

ADJOURN TO  
EXEC. SESS.

Submitted by: Karen Holthe, Senior Account Manager

SUBMITTED

ATTEST:

ATTEST

\_\_\_\_\_  
Jeff Gollin, 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 February 22, 2012 as approved by the Board Members in attendance of the Meeting.

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

\_\_\_\_\_  
Date

DRAFT