

CROSSPOINTE VILLAGE HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
FEBRUARY 26, 2014

The Regular Meeting of the Board of Directors of the Crosspointe Village Homeowners Association was held on Wednesday, February 26, 2014 at the Smoketree Clubhouse. Vice-President 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: Jean Brewer
Elizabeth Byrne
Mary Cassidy
Jim Glenn
Lauren Hill
Rob Nunez
Mayela Ramirez, Phoenix Patrol
Andrew Richard
Kevin Squire
Jennifer Thomas
Elaine Winner

Director Leierer opened the Homeowner Forum.

H/O FORUM

The owner of 12737 Mistybrook was present to report that odors and smells were coming through the walls of her unit from a neighboring unit, alleging that the unit was constructed incorrectly. The Directors encouraged the homeowner to do more research into the problem.

12737
MISTYBROOK
ODOR
INTRUSION

The owner of 7731 Moordale was present to discuss the fines he received for his tenant's parking citations. He wanted to know why he never received notice of each vehicle citation and was informed that vehicle owners receive the citations and it was the car owner's responsibility to inform the unit owner. He proposed a procedural change that would require Cardinal to notify homeowners of each citation issued. The Directors responded they would consider the matter for the future; however, such a change would not apply to his previously imposed fines. Cardinal was directed to put consideration of the procedure change on the agenda for the next Board meeting. Phoenix Patrol was requested to provide Cardinal with a report on the number of citations issued over the past four months and Cardinal was requested to provide the Board with a proposal for the cost to the Association to have such notice provided.

7731
MOORDALE
VEHICLE
CITATION
PROCEDURE
CHANGE

The owner of 7720 Rambling Brook was present to discuss landscaping issues.

7720 RMBLG BK
L/S ISSUES

The owner of 7737-B Ferndale was present to discuss issues regarding her tenants' car being towed. The tenants were present and asserted that their car was inappropriately towed. The owner was requested to send the details of the matter to Cardinal for the Board's consideration at the next Meeting. The tenants also inquired about procedures for washing off an upper deck and it was suggested they communicate with their downstairs neighbor regarding the issue.

7737-B
FERNDALE
TOWING
ISSUE

The owner of 7730-G Briarglen Loop was present to discuss obtaining a reverse mortgage. She was informed that the Association had insufficient fidelity bond coverage. Cardinal was directed to obtain a proposal for increased fidelity bond coverage.

7730-G BGL
FHA LOAN

The owner of 12620-K Briarglen Loop was present to advise that she had just found the violation letter regarding trash on her patio and would resolve the violation prior to a Hearing.

12620-K BGL
VIOLATION

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 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 in March at which another 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 in March at which another 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 \$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 in March at which another fine could be imposed.

HEARING
#0010-0382-01
WINDOW
SCREEN

The scheduled Hearing was held for the owner of account #CV-0010-0192-03 for failure to repair the damaged window blinds. The owner was not present. As the violation had not been corrected, a Motion was duly made, seconded, and

HEARING
#0010-0192-03
DAMAGED

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 in March at which another fine could be imposed.

WINDOW
BLINDS

The scheduled Hearing was held for the owner of account #CV-0010-0140-01 for oil stains in the carport. The owner was not present but it was reported that the oil stains had been removed and the violation had been corrected. A Motion was duly made, seconded, and unanimously carried to close the violation. Cardinal was requested to notify the owner of the Board's decision.

HEARING
#0010-0140-01
OIL STAINS IN
CARPORT

The scheduled Hearing was held for the owner of account #CV-0010-0330-02 for excessive noise from a vehicle that was a nuisance. The owner and tenant were present to discuss the problem. It was explained that the Harley-Davidson motorcycle had aftermarket pipes and that the tenant had been pushing the motorcycle away from the unit before starting it. A Motion was duly made, seconded, and unanimously carried to close the violation as the tenant was doing his best to comply and abate the nuisance.

HEARING
#0010-0330-02
EXCESSIVE
NOISE

Mayela Ramirez from Phoenix Patrol was present to discuss patrol matters and the Directors reviewed the recent patrol reports and a few incidents of theft that had occurred. The Directors and Phoenix discussed several positive things that had been done by the patrol staff. The Directors requested that Phoenix include positive events/actions in the monthly reports going forward. Phoenix reported that a new guard was being trained for coverage on Thursdays and Fridays.

PHOENIX
PATROL

Cardinal was requested to provide two complete sets of keys for the pool and equipment room, etc., one for each guard shack, that were never to be loaned out by patrol staff.

The Directors determined that no action was required regarding the vehicle deal listing.

Upon review of correspondence, a Motion was duly made, seconded, and unanimously carried to accept Lisa Glenn's resignation from the Landscape Committee. Jim Glenn was present and stated that he would be willing to Chair the Landscape Committee. The Directors discussed Mr. Glenn's offer as well as a proposal to increase the Landscape Extras budget to \$12,000.00 per year. A Motion was duly made, seconded and unanimously carried to appoint Jim Glenn Chair of the Landscape Committee and to increase the Landscape Extras budget to \$12,000.00 per year. Mr. Glenn formally accepted the appointment and agreed to serve for a year.

LANDSCAPE
COMMITTEE

Jennifer Thomas was present and volunteered to serve on the Landscape Committee. A Motion was duly made, seconded, and unanimously carried to appoint Ms. Thomas a member of the Landscape Committee. Ms. Thomas formally accepted the appointment.

Cardinal was directed to notify Las Flores Landscape that Jim Glenn had spending authority.

The Directors reviewed correspondence from Las Flores Landscape regarding trimming of the carrotwood trees scheduled to be done in 2014 and determined that no action was required.

There was no report from the Pool Committee, no action required.

There was no action required regarding the Website or Architectural Committees.

A Motion was duly made, seconded, and unanimously carried to ratify the proposals which had been previously approved by the Maintenance Committee, which were 1) a change order to the North Pool re-plaster project to rebuild the top step in the spa and reset some loose tiles at a cost of \$400.00; 2) the replacement of a one inch main water line at 12621 Cleardale #B by ProServ at a cost of \$1,195.00; and 3) the replacement of a one inch main water line at 7737 Ferndale #E by ProServ at a cost of \$1,195.00, all to be charged to operating.

A Motion was duly made, seconded, and unanimously carried to approve the Minutes of the January 22, 2014 Regular Meeting, as written.

A Motion was duly made, seconded, and unanimously carried to accept the January 2014 Financial Statement as presented, subject to audit.

The Directors reviewed the delinquency report. A Motion was duly made, seconded, and unanimously carried to approve a lien authorization on account CV-0010-0439-02/APN #937-67-260.

The Directors reviewed proposals from Automated Access Systems and California Gate for a new electronic access control system for the pedestrian gates at the entrances to the Association and the entrances to the pools. Kevin Squire of California Gate was present and advised that their proposed system was the only system that could be programmed through one panel system for all of the pools and spas. He stated that the fobs were warrantied for life and that Cardinal would be able to perform the program changes remotely. As the Association was already a California Gate "Maintenance Customer" gate change costs would be cheaper. Discussion continued regarding the two door groups: amenities/pools and perimeter access. A decision on the proposals was tabled to the next regular Board meeting.

The Directors reviewed a proposal from Bay Alarm for installation of an upgraded surveillance system. Discussion was held regarding the current system's inability to record faces or license plates; ideally an improved system would have

POOL COMM.

WEBSITE/ARC
COMMITTEES

MAINT.
COMMITTEE

APPROVAL
OF REG MIN.

FINANCIAL
REVIEW

DELIN. REPORT
LIEN
RESOLUTIONS

ELECTRONIC
ACCESS FOR
PEDESTRIAN
GATES AT
POOLS AND
ENTRANCES

SURVEILLANCE
SYSTEM
UPGRADE

higher end cameras and better camera placement. No competing proposals had been received and the matter was tabled to the next regular Board meeting.

The Directors discussed the Association's upcoming Annual Meeting and Election. A Motion was duly made, seconded, and unanimously carried to duplicate the incentive promotion offered to the owners in previous years to encourage return of voted ballots.

The Directors reviewed proposals from ServPro and Vinco Construction for repair of interior damage caused by a slab leak at 7707 Rockybrook Way. A Motion was duly made, seconded, and unanimously carried to approve proposal number CV11224 from Vinco Construction for repairs at a cost of \$8,995.00, to be charged to reserves.

The Directors reviewed a proposal from Vinco Construction for several repairs to the balcony, fence, door jambs, and utility closet at 12742 Rosebrook, 7737-I Ferndale, and 12610-F Briarglen Loop. A Motion was duly made, seconded and unanimously carried to approve proposal number CV11270 from Vinco Construction for the repairs at a cost of \$2,180.00, to be charged to operating. Cardinal was directed to ask Vinco Construction to break such repairs into smaller proposals when possible so they would be within Cardinal's approval authority.

The Directors reviewed correspondence regarding non-member attendance at Board meetings. The matter was tabled until the next regular Board meeting. Cardinal was requested to add "Adoption of Meeting Rules" to the next agenda.

The Directors reviewed correspondence from Verizon California Inc. regarding a proposed upgrade to Verizon's FIOS facilities within the Association. The upgrade would be completed by Verizon at no charge to the Association. A Motion was duly made, seconded, and unanimously carried to give Verizon permission to proceed with the upgrade and sign the Premises Access License so the representatives could meet at the property to assess the new deployment plan.

The Directors reviewed the annual disclosure provided by Cardinal and determined that no action was required.

The Directors reviewed the 2013 Legislative Summary and Case Law Review and determined that no action was required.

The Directors reviewed the correspondence from the owner of account #CV-0010-0422-04, requesting reimbursement of asbestos test fees. A Motion was duly made, seconded, and unanimously carried to deny the request on the grounds that the Association's restoration companies had conducted these tests in the past and the testing would not have been necessary if the Association had been contacted prior to the owner authorizing the work.

ANNUAL
MEETING
MEMBER
INCENTIVE

7707
ROCKYBROOK
WAY

MISC. REPAIRS

ATTENDANCE
AT BOARD
MEETINGS

VERIZON FIOS
UPGRADE

ANNUAL
DISCLOSURE

LEGISLATIVE &
LAW REVIEW

H/O CORRES.
#0010-0422-04
FEE
REIMBURSEMT.
REQUEST

The Directors reviewed the correspondence from the owner of account #CV-0010-0389-03, requesting waiver of all late and other collection fees charged to his account. A Motion was duly made, seconded, and unanimously carried to deny the request as all of the charges had been imposed in accordance with the Association's Assessment and Collection Policy.

H/O CORRES.
#0010-0389-03
REQ. TO
WAIVE FEES

The Directors reviewed the correspondence from the owner of account #CV-0010-0235-02 requesting that a late fee charged to her account be waived. A Motion was duly made, seconded, and unanimously carried to deny the request as the late fee had been imposed in accordance with the Association's Assessment and Collection Policy.

H/O CORRES.
#0010-0235-02
REQ. TO
WAIVE FEES

The Directors reviewed the correspondence from the owner of account #CV-0010-0355-03 requesting the waiver of a returned check/ACH charge. A Motion was duly made, seconded, and unanimously carried to deny the request as the charge had been imposed in accordance with the Association's Assessment and Collection Policy.

H/O CORRES.
#0010-0355-03
REQ. TO WAIVE
CHARGE

The Directors reviewed the correspondence from the owner of account #CV-0010-0069-01 requesting the Association waive the pre-lien fee charged to the account. A Motion was duly made, seconded, and unanimously carried to deny the request as pre-lien fee had been imposed in accordance with the Association's Assessment and Collection Policy.

H/O CORRES.
#0010-0069-01
REQUEST TO
WAIVE PRE-
LIEN FEE

The Directors reviewed the correspondence from the resident of account #CV-0010-0144-01 requesting the Association enforce the rules about the townhomes residents parking in their garage rather than in the parking spots designated for the condominiums. Cardinal was directed to thank the resident for her concerns and to advise her that the rules were enforced to the best of the Association's ability and letters were sent to known violators.

RES. CORRES.
#0010-0144-01
PARKING
CONCERNS

The Directors reviewed the correspondence from the owner of account #CV-0010-0476-01 appealing the Board's denial of reimbursement of trash service fees for trash service not used while the owner's garage door was being repaired. A Motion was duly made, seconded, and unanimously carried to deny the appeal.

H/O CORRES.
#0010-0476-01
APPEAL TRASH
DENIAL

The Directors reviewed the correspondence from the owner of account #CV-0010-0091-06 appealing the Board's denial of waiver of two pre-lien fees that had been charged to the owner's account. A Motion was duly made, seconded, and unanimously carried to deny the appeal as the two pre-lien fees had been imposed in accordance with the Association's Assessment and Collection Policy.

H/O CORRES.
#0010-0091-06
APPEAL PRE-
LIEN DENIAL

It was noted an Executive Session was held following the January 22, 2014, Regular Meeting to approve the November 25, 2013, Executive Session Minutes and review and discuss delinquency matters.

EXEC SESSION

There being no further business, the Meeting was adjourned to Executive Session at 8:33 p.m.

Submitted by: Karen Holthe, Senior Account Manager

ATTEST:

Jeff Gollin, 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 February 26, 2014 as approved by the Board Members in attendance of the Meeting.

Marisa Patterson, Secretary

Date

ADJOURN

SUBMITTED

ATTEST

CERTIFY