

CROSSPOINTE VILLAGE HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
JANUARY 26, 2022

The Regular Meeting of the Board of Directors of the Crosspointe Village Homeowners Association was held on Wednesday, January 26, 2022, at Cardinal Property Management, 825 N. Park Center Drive, #101 Santa Ana, CA 92705 and via teleconference, Meeting ID# 991-5288-7456. The President, Jennifer Thomas, called the Meeting to order at 6:30 p.m.

CALL TO
ORDER

Directors Present: Jeff Jones
Marisa Patterson
Jennifer Thomas
Berna Valenzuela

Directors Absent: Logan Stover

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

Others Present: None

It was announced the Board met in Executive Session following the Regular Meeting on November 17, 2021, to approve the October 27, 2021, Executive Session Minutes and discuss legal matters.

EXEC. SESS.
ANNOUNCEMENT

The scheduled Hearing was held for the owner with account CV1014525 for dumpster diving. The owner was not present. 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 close the violation. Cardinal was directed to notify the owner of the Board's decision.

HEARING
CV1014525

The scheduled Hearing was held for the owner with account CV1014538 for failure to remove the trash cans from the common area. The owner was not present. A Motion was duly made, seconded, and unanimously carried to table the matter. Cardinal was directed to notify the owner of the Board's decision and schedule another Hearing for the next Meeting.

HEARING
CV1014538

The scheduled Hearing was held for the owner with account CV1011914 for storing cardboard boxes on the patio. The owner was not present. As the violation had been corrected, a Motion was duly made, seconded, and unanimously carried to close the violation. Cardinal was directed to notify the owner of the Board's decision.

HEARING
CV1011914

The scheduled Hearing was held for the owner with account CV1010495 for failure to remove repair/replace the torn window screen. 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
CV1010495

The scheduled Hearing was held for the owner with account CV1014043 for failure to trim trees in the patio area. 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
CV1014043

The scheduled Hearing was held for the owner with account CV1012188 for carport damage due to a leak from the unit. The owner was present. The owner provided the requested receipt for the water heater. The owner wanted to know when damage was last cleared. A Motion was duly made and seconded to assess the owner the cost to repair the damaged carport. The Motion failed as two Director were in favor and two Directors were opposed. A Motion was duly made, seconded, and carried to split the cost with the owner. Director Jones was opposed. Cardinal was directed to assess the owner's account for half the cost of the damage and close the violation. Cardinal was directed to notify the owner of the Board's decision

HEARING
CV1012188

The scheduled Hearing was held for the owner with account CV1010352 for failure to remove the pet waste bag in the common area. The owner was not present. As the violation had been corrected, a Motion was duly made, seconded, and unanimously carried to close the violation. Cardinal was directed to notify the owner of the Board's decision.

HEARING
CV1010352

The scheduled Hearing was held for the owner with account CV1019548 for a noise nuisance. 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
CV1019548

The scheduled Hearing was held for the owner with account CV1014736 for failure to clean the pet waste on the patio. The owner was not present. As the violation had been corrected, a Motion was duly made, seconded, and unanimously carried to close the violation. Cardinal was directed to notify the owner of the Board's decision.

HEARING
CV1014736

The scheduled Hearing was held for the owner with account CV1014680 for digging in the common area. The owner was not present. As it could not be determined who was doing the digging, a Motion was duly made, seconded, and unanimously carried to close the violation. Cardinal was directed to notify the owner of the Board's decision. Cardinal was directed to issue a work order to the landscape company to return the dirt to its original condition.

HEARING
CV1014680

The scheduled Hearing was held for the owner with account CV1011049 for defecating in the pool restroom. The owner was not present. A Motion was duly made and seconded to close the violation. The Motion failed as Directors Jones and Valenzuela were opposed. A Motion was duly made, seconded, and unanimously carried

HEARING
CV1011049

to not impose a fine at this time and to hold the violation in abeyance. Cardinal was directed to advise the owner of the Board's decision. Cardinal was directed to request a picture from the patrol company if it occurred again and ask how they knew for sure that this was the resident causing the damage.

The scheduled Hearing was held for the owner with account CV1011267 for failure to remove the item from on top of the fence. The owner was not present. As the violation had not been corrected and no response received, a Motion was duly made, seconded, and unanimously carried to impose a \$100.00 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
CV1011267

The scheduled Hearing was held for the owner with account CV1023674 for unapproved modification for the Ring doorbell. The owner was present. A Motion was duly made, seconded, and unanimously carried to close the violation if the owner submitted an architectural application and received architectural approval. Cardinal was directed to advise the owner of the Board's decision. Cardinal was directed to verify whether or not fines had been carried over from the previous owner and if they were, to waive those fines.

HEARING
CV1023674

The scheduled Hearing was held for the owner with account CV1021697 for failure to repair the broken window. The owner was present. The owner advised they had scheduled repair of the broken window, but it would not be completed until mid to late April. Therefore, a Motion was duly made, seconded, and unanimously carried to hold the violation in abeyance until June 1, 2022 and to close the violation upon receipt from the owner of proof of payment for the new window. Cardinal was directed to notify the owner of the Board's decision.

HEARING
CV1021697

The scheduled Hearing was held for the owner with account CV1014543 for the plants on the balcony/patio. The owner was present. The owner sent photos showing they were not causing damage. A Motion was duly made, seconded, and carried to close the violation. Director Valenzuela was opposed. Cardinal was directed to close the violation and notify the owner of the Board's decision.

HEARING
CV1014543

The scheduled Hearing was held for the owner with account CV1014432 for the noise nuisance. The owner was present. The owner advised the upstairs neighbor was making the noise. A Motion was duly made, seconded, and unanimously carried to close the violations. Cardinal was directed to notify the owner of the Board's decision

HEARING
CV1014432

Director Thomas opened the Homeowner Forum

H/O FORUM

The owner with account CV1014342 was present to discuss the key fobs not working, report that the pool was cold, the spa was colder than normal, and the north pool gate was not secure.

CV1014342

The owner with account CV1014770 was present to discuss violations.

CV1014770

The owner with account CV1021654 was present to request more lighting and to discuss the redistricting. The Directors advised that there were currently two different councilmen, and they were trying to get it changed to one district.

CV1021654

The owner with account CV1014472 was present to discuss lighting on the townhome side and to report gate attendants were still an issue. The Directors requested the owner provide times and dates when the gate attendants were not attentive. Cardinal was directed to ask Peak Lighting if it was possible to increase the wattage of the common area lights and to make a nighttime assessment to determine if more lights were needed in specific areas.

CV1014472

The owner with account CV1011843 was present to request an update for the fobs and spas.

CV1011843

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

H/O FORUM
CLOSED

There was no report from Phoenix Patrol, as the representative was not present.

PHOENIX
PATROL

There was no report from the Pool Committee.

POOL COMM.

The Directors reviewed the Landscape Committee Report for December 2021 and January 2022. No action was required.

LAND. COMM.

The Directors reviewed the proposals from Las Flores Landscape. A Motion was duly made, seconded, and unanimously carried to approve proposal #7666 to remove the pine trees at the main gate at a cost of \$1,500.00, proposal #7665 to remove two alder trees and to plant tristania at 12680 Briarglen at a cost of \$750.00, proposal #7664 to remove the dying pine tree and stump at a cost of \$1,500.00, the proposal to install two rose plants at 12701 Fallbrook at a cost of \$56.00 and the proposal to install a rosemary and lavender plants at 12705 Northbrook at a cost of \$168.00. The costs were to be charged to operating. Cardinal was directed to advise Las Flores Landscape of the Board's decisions.

LANDSCAPE
PROPOSALS

There was no report from the Website Committee.

WEBSITE COMM.

There was no report from the Architectural Committee.

ARCH. COMM.

There was no report from the Maintenance Committee.

MAINT.COMM.

A Motion was duly made, seconded, and unanimously carried to approve the Minutes of the November 17, 2021 Regular Meeting, as presented.

APPROVAL OF MINUTES

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

FINANCIAL REVIEW

The Directors reviewed the Aging Report. The Directors discussed revoking privileges, including parking permits, for any account delinquent over 90 days.

AGING REPORT

The Directors reviewed the update from Ross Construction Management. A Motion was duly made, seconded, and unanimously carried to approve the drywall repair at carport 532 at a cost of \$300.00 and carport drywall repair at 7736 Ferndale at a cost of \$300.00. A Motion was duly made, seconded, and unanimously carried to approve a letter to be sent to the owners of these carports advising the damage had been observed and was being repaired and to request the owners be careful when parking in their carports.

PROJECT MANAGER

The Directors discussed the key fob system and reviewed proposal #2022-0002 from W.C Friend for the key fob system. A Motion was duly made, seconded, and unanimously carried to deny the proposal. Cardinal was directed to notify the vendor of the Board's decision. The Directors reviewed the proposal from Ken's Locksmithery to return the gates to standard keys. A Motion was duly made, seconded, and unanimously carried to approve the proposal at a cost not to exceed \$14,000.00. A Motion was duly made, seconded, and unanimously carried to ask the Association attorney to look at the key fob contract and repair history with W.C. Friend to see if there was any recourse.

KEY FOB SYSTEM

The Directors reviewed the proposals from 24HRC and PCW Contracting Services for concrete repairs at 7720 Riverdale Unit E. A Motion was duly made, seconded, and unanimously carried to approve the revised proposal for the concrete outside the patio only from 24HRC at a cost not to exceed \$1,000.00. Cardinal was directed to advise both vendors, and the unit owner of the Board's decision.

CONCRETE REPAIRS
7720 RIVERDALE UNIT E

The Directors reviewed proposal #112612 from PCW Contracting Services for balcony paint at 7770 Youngdale Unit F. A Motion was duly made, seconded, and unanimously carried to table the proposal. Cardinal was directed to advise the vendor of the Board's decision, and to advise the unit owner that all decks would be inspected later this year.

BALCONY PAINT
7770 YOUNGDALE UNIT F

The Directors reviewed the proposals from OCBS and PCW Contracting Services for deck repairs at 7774 Ramsdale. A Motion was duly made, seconded, and unanimously carried to approve proposal #111812 from PCW at a cost of \$4,325.00. The cost was to be charged to reserves. Cardinal was directed to advise the vendors and the unit owner of the Board's decision.

DECK REPAIRS
7774 RAMSDALE

The Directors reviewed the proposals from OCBS and PCW Contracting Services for deck repairs at 12620 Briarglen Unit B. A Motion was duly made, seconded, and unanimously carried to approve proposal #112063 from PCW at a cost of \$2,630.00. The cost was to be charged to reserves. Cardinal was directed to advise the vendors and the unit owner of the Board's decision.

DECK REPAIRS
12620 BRIARGLEN
UNIT B

The Directors reviewed proposal #112026 from PCW Contracting Services for deck repairs at 12654 Scottsdale Unit B. A Motion was duly made, seconded, and unanimously carried to approve the proposal at a cost of \$2,785.00. The cost was to be charged to reserves. Cardinal was directed to advise the vendor and the unit owner of the Board's decision.

DECK REPAIRS
12654 SCOTTSDALE
UNIT B

The Directors ratified Proposal #112446 from PCW Contracting Services for drywall repairs at carport 661. A Motion was duly made, seconded, and unanimously carried to ratify the Maintenance Committee's approval at a cost of \$1,385.00. No further action was required.

CARPORT 661
DRYWALL
REPAIRS

The Directors reviewed the resignation from Logan Stover. A Motion was duly made, seconded, and unanimously carried to accept the resignation of Logan Stover from the Board. It was noted that a new Board Member would be appointed after the Annual Meeting.

BOARD MEMBER
RESIGNATION

The Directors discussed the posting of the Association's Minutes on the bulletin boards. A Motion was duly made, seconded, and unanimously carried to discontinue posting Minutes on site.

MINUTE
POSTING

The Directors reviewed the proposal from Automated Access for the gate arm. A Motion was duly made, seconded, and unanimously carried to table the proposal to the next Board Meeting. Cardinal was directed to advise the vendor of the Board's decision. Cardinal was directed to obtain additional bids for the gate arm. Cardinal was directed to advise the Board how much was spent in the last three years for the gate motor repairs. Additionally, Cardinal was directed to obtain proposals for new gates at both entrances.

GATE ARM
PROPOSALS

The Directors reviewed the proposal from Flock Safety for the gate camera. A Motion was duly made, seconded, and unanimously carried to table the proposal to the next Board Meeting. Cardinal was directed to advise the vendor of the Board's decision. Cardinal was directed follow up on the proposal request sent to Camera Access Technologies.

GATE CAMERA
PROPOSALS

The Directors reviewed proposal #7534 from Las Flores Landscape for the mulch installation. A Motion was duly made, seconded, and unanimously carried to table the proposal to the next Board Meeting. Cardinal was directed to advise the vendor of the Board's decision.

MULCH
PROPOSAL

The Directors reviewed the correspondence from the owner with account CV1014770 regarding a response to a violation received for the missing unit letter on the patio light fixture. Cardinal was directed to advise the owner of the standards.

HO CORRES.
CV1014770

The Directors reviewed the correspondence from the owner with account CV1012097 regarding neighbor harassment. Cardinal was directed to advise the owner that no resident should sign a note indicating it was from the Association. Cardinal was directed to send the owner that sent the letter a letter that if they had an issue, they needed to contact Cardinal Property Management and could not sign a note saying it was from the Association.

HO CORRES.
CV1012097

The Directors reviewed the correspondence from the owner with account CV1014791 in regard to a violation received for the flag holder on the wood. Cardinal was directed to advise the owner that flag holders were only permitted on the fascia.

HO CORRES.
CV1014791

The Directors reviewed the request from the owner with account CV1014568 regarding architectural concerns. Cardinal was directed to thank the owner for bringing this to their attention, and that the Board took violations seriously and each resident had the right and responsibility to respond, and the Board would take action as appropriate.

HO CORRES.
CV1014568

The Directors reviewed the request for waiver of a fine for a flag holder violation from the owner with account CV1014073. A Motion was duly made, seconded, and carried to waive the fine if the flag holder was removed before the fine was imposed.

HO CORRES
CV1014073

The Directors reviewed the request from the owner with account CV1011132 for reimbursement of water bills. A Motion was duly made, seconded, and carried to approve reimbursement in the amount of \$237.74. Director Thomas abstained. Cardinal was directed to process the reimbursement for payment and advise the unit owner of the Board's decision.

HO CORRES.
CV1011132

The Directors reviewed the request from the owner with account CV1010314 for a refund for the vehicle decal. Cardinal was directed to thank the owner for returning the decal however the fee was nonrefundable.

HO CORRES.
CV1010314

The Directors reviewed the correspondence from the owner with account CV1012273 regarding a violation for the unit letter. A Motion was duly made, seconded, and unanimously carried to close the violation and send clarification of the standards.

HO CORRES.
CV1012273

The Directors reviewed the correspondence from the owner with account CV1014755 regarding the pool company and spa concerns. No action was required.

HO CORRES.
CV1014755

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 8:13 p.m. to the Executive Session.

ADJOURN TO
EXEC. 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 January 26, 2022, as approved by the Board Members in attendance of the Meeting.

Marisa Patterson, Secretary

Date

