

CROSSPOINTE VILLAGE HOMEOWNERS ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS  
JANUARY 24, 2024

The Regular Meeting of the Board of Directors of the Crosspointe Village Homeowners Association was held on Wednesday, January 24, 2024, at Cardinal Property Management, 3111 N. Tustin St., Suite 200, Orange, CA 92865 and via teleconference, Meeting ID# 894 7853 1298. The President, Berna Valenzuela, called the Meeting to order at 6:31 p.m.

CALL TO  
ORDER

Directors Present: Jeff Jones  
Michael Montgomery  
Marisa Patterson  
Jennifer Thomas  
Berna Valenzuela

Directors Absent: None

Representing Cardinal: Kaily Benenati, Community Manager  
April Dana, Community Manager

Others Present: Teresa Dyer  
Amanda Frederick  
Rhonda Insalaco  
Laurie Riney  
Michael Rodriguez  
Sara Solarez  
Kathleen Weber

The scheduled Hearing was held for the owner of account #CV1014378 regarding unapproved modifications. The owner was not present but had advised they would send correspondence to the Board regarding the violation. It was noted that no correspondence had been received at this time. A Motion was duly made, seconded, and unanimously carried to impose a fine in the amount of \$500.00, in accordance with the Association's Violation and Fine Policy. Cardinal was directed to advise the owner of the Board's decision and to schedule another Hearing at which additional fines could be imposed.

HEARING  
CV1014378

The scheduled Hearing was held for the owner of account #CV1022810 for a noise nuisance. The owner was not present. A Motion was duly made, seconded, and unanimously carried to impose a fine in the amount of \$300.00 in accordance to the Association's Violation and Fine Policy. Cardinal was directed to notify the owner of the Board's decision and to schedule another Hearing at which additional fines could be imposed.

HEARING  
CV1022810

The scheduled Hearing was held for the owner of account #CV1014919 for a cord hanging on the exterior of the building. The owner was not present. A Motion was duly made, seconded, and unanimously carried to impose a fine in the amount of \$100.00 in accordance to the Association's Violation and Fine Policy. Cardinal was directed to notify the owner of the Board's decision and to schedule another Hearing at which additional fines could be imposed.

HEARING  
CV1014919

The scheduled Hearing was held for the owner of account #CV1014022 for not cleaning the windows facing the common area. The owner was not present. A Motion was duly made, seconded, and unanimously carried to impose a fine in the amount of \$100.00 in accordance to the Association's Violation and Fine Policy. Cardinal was directed to notify the owner of the

HEARING  
CV14022

Board's decision and to schedule another Hearing at which additional fines could be imposed.

The Homeowner Forum was opened by the Board President, Berna Valenzuela.

H/O FORUM

The owner of account CV1014501 was present to express concerns regarding the mosquito population in the community and requested that the inspection and treatment of the sycamore trees was conducted again this year.

H/O  
CV1014501

The owner of account CV1015040 was present to request that the inspection and treatment of the sycamore trees was conducted again this year. She also reported an incident with the patrol company attendant regarding a handicap parking space. Cardinal was directed to follow up with OC Patrol regarding the incident.

H/O  
CV1015040

The owner of account CV1013105 was present to appeal his architectural application denial for a water softener installation. He advised that the water softener needed to intercept the mainline to condition all water. The Board advised that all lines needed to be installed on the interior of the home.

H/O  
CV1013105

The owner of account CV1014974 was present to express general concerns about the gate attendants, noting that the attendants were seen sitting in the golf cart and not patrolling. She requested that management reach out to OC Patrol to request a stronger presence while patrolling.

H/O  
CV1014974

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

H/O FORUM  
CLOSED

The Pool Committee reported that the restroom toilets in the pool area were consistently out of service and felt that the toilets were too small. Cardinal was requested to inquire with Partner's Plumbing to check if there was any warranty on the installation.

POOL COMM.

The Directors reviewed the December 2023 Landscape Walk Reports from Las Flores and Cardinal. A proposal from Las Flores Landscape was reviewed for trench digging and plant replacement at 12671 Briarglen Loop Unit E. A Motion was duly made, seconded, and unanimously carried to ratify the proposal from Las Flores at a cost of \$927.00. An Additional proposal from Las Flores Landscape was reviewed for the replacement of a tree near 12705 Northbrook Way. A Motion was duly made, seconded, and unanimously carried to deny the proposal and request a revised proposal for a smaller tree.

LANDSCAPE  
COMM.

No report was provided from the Website Committee.

WEBSITE  
COMM.

The Board reviewed an architectural appeal from the owner of account CV1013105 for the installation of a water softener. It was noted that the water softener could not be installed on the exterior of the unit and could only be installed on the interior of the unit.

ARCH.COMM.

The Board reviewed proposals from Reliable Hualaway and Strategic Sanitation for large item removals in the community. The Board tabled the matter noting that they would prefer that CR&R be used for large item pick-ups as it was more financially responsible.

MAINT.  
COMM.

<p>The Board discussed options for the repair of the trash enclosure latches. Cardinal was directed to obtain proposals for the replacement and/or of all trash enclosure latches.</p>	<p>TRASH ENCLOSURES</p>
<p>The Board reviewed a proposal from Service First Restoration for interior repairs at 7770 Youngdale Way. A Motion was duly made, seconded, and unanimously carried to ratify the proposal at a cost of \$2,325.00. Cardinal was directed to send the proposal to Service First Restoration for their records.</p>	<p>SERVICE FIRST PROPOSAL</p>
<p>A Motion was duly made, seconded, and unanimously carried to approve the Minutes of the December 6, 2023 Regular Meeting as presented.</p>	<p>APPROVAL OF MIN.</p>
<p>A Motion was duly made, seconded, and unanimously carried to approve the Minutes of the December 6, 2023 Executive Session as presented.</p>	<p>APPROVAL OF MIN.</p>
<p>The Directors confirmed the monthly review of the Financial Statement. A Motion was duly made, seconded, and unanimously carried to accept the November 2023 and December 2023 Financial Statements as presented, subject to audit.</p>	<p>FINANCIAL REVIEW</p>
<p>The Directors reviewed the current aging report. No action was required.</p>	<p>AGING REPORT</p>
<p>A Motion was duly made, seconded, and unanimously carried to accept the audit review for the fiscal year ended October 31, 2023. Cardinal was directed to mail the audit to the membership as required by law.</p>	<p>AUDIT APPROVAL</p>
<p>The Directors reviewed an assessment payment collection report noting a payment had been paid to the Association in the amount of \$4,249.23. No action was required.</p>	<p>COLLECTION REPORT</p>
<p>The Directors reviewed a payment plan request from the owner of account CV1014093. The owner requested to pay his monthly assessment plus an additional \$200.00 to \$300.00 per month. A Motion was duly made, seconded to approve the payment plan, the vote was two in favor and three opposed. Cardinal was directed to advise Association Lien Services the payment plan was denied and to proceed with collections.</p>	<p>PAYMENT PLAN CV1014093</p>
<p>The Directors reviewed proposals from Advanced Reserve Solutions and Reserve Data Analysis to conduct the annual reserve study. It was noted that the Board was dissatisfied with Reserve Data Analysis. Cardinal was directed to obtain two to three more proposals and add the matter to the next agenda.</p>	<p>RESERVE STUDY</p>
<p>The Directors reviewed proposals from Sweeper Guys and Ace Street Sweeping for monthly street sweeping in the community. A Motion was duly made, seconded, and carried to approve the proposal from Sweeper Guys at a monthly cost of \$580.00. Directors Patterson and Valenzuela opposed. Cardinal was directed to notify the vendor and request an immediate start date.</p>	<p>STREET SWEEPING</p>
<p>The Directors reviewed a proposal from Blueray Aquatics for a pool service contract. The Board tabled the discussion to the next agenda. Cardinal was directed to request the current contract and chemical cost breakdown from the current vendor and to request clarification from</p>	<p>POOL SERVICE CONTRACT</p>

Blueray Aquatics regarding the price match noted in the contract proposal.

The Directors reviewed a proposal from Personal Touch Cleaning for Seasonal Depp Cleaning in the community. A Motion was duly made, seconded, and carried to approve the trash bin area cleaning at a cost of \$1,260.00. Director Montgomery opposed. Cardinal was directed to notify the vendor of the Board's decision.

TRASH AREA  
CLEANING

The Directors discussed concerns regarding the patrol company, O.C. Patrol. It was noted the Board felt they had been sold on a level of service that was not being provided. Cardinal was directed to inquire with O.C. Patrol if the evening patrolling start time could be later, between 8:00 – 9:00 p.m. and that having two gate attendants in the guard shack was unacceptable. Cardinal was additionally directed to invite O.C. Patrol to the next Board Meeting.

PATROL  
DISCUSSION

The Directors reviewed proposals for upgraded internet in the guard shack. A Motion was duly made, seconded, and unanimously carried to approve a proposal from O.C. Patrol at \$100.00 per month for the main gate only. Cardinal was directed to notify the vendor of the Board's decision.

INTERNET  
UPGRADE

The Directors reviewed a property maintenance contract from PCW Contracting. Cardinal was directed to obtain additional information about pricing and a specific maintenance plan for the community and add the discussion to the next agenda.

MAINT.  
CONTRACT

The Directors discussed an option to conduct a tree inspection and treatment by RPW Services. Cardinal was directed to request the tree inspection and proposal for treatment noting if there was a charge for the inspection it would be placed back on the agenda for prior approval.

TREE  
INSPECTION

The Directors discussed the removal of unused satellite dishes in the community. It was noted that the Board did not want to remove the unused satellite dishes at this time as it was not financially responsible. The matter was tabled indefinitely.

SATELLITE  
REMOVAL

The Directors reviewed proposals from AMS Paving, JB Bostick, and Quickel Paving to conduct a street slurry project in the community. A Motion was duly made, seconded, and carried to approve the proposal from JB Bostick at a cost of \$49,350.00. Director Patterson opposed and Director Valenzuela abstained. Cardinal was directed to notify the vendor of the Board's decision confirming no repairs were needed as noted in one of the other proposals.

SLURRY  
PROJECT

The Directors reviewed the correspondence submitted by the owner of account CV1011844 regarding a tow reimbursement request in the amount of \$588.00. A Motion was duly made, seconded, and unanimously carried to deny the request noting the vehicle had been cited twice before being towed.

H/O CORR.  
CV1011844

The Directors reviewed the correspondence submitted by the owner of account CV1012258 requesting a waiver of the decal fee in the amount of \$50.00. A Motion was duly made, seconded, and carried to approve the waiver of the fee. Director Patterson opposed.

H/O CORR.  
CV1012258

The Directors reviewed the correspondence submitted by the owner of account CV1014104 regarding a violation received for smoking in the community. No action was

H/O CORR.  
CV1014104

required.

The Directors reviewed correspondence from the owner of account CV1014538 requesting a approval of a Stanton Business License. A Motion was duly made, seconded, and carried to approve the Stanton Business License. Director Patterson was opposed. H/O CORR. CV1014538

The Directors reviewed correspondence from the owner of account CV1014790 requesting reimbursement for excessive water bills due to a leak at his unit. Cardinal was directed to obtain additional information and place the matter on the next agenda. H/O CORR. CV1014790

The Directors reviewed correspondence from the owner with account CV1014912 for the installation of cameras in all trash areas. No action was required. H/O CORR. CV1014912

The Directors reviewed correspondence from the owner with account CV1021412 for the installation of cameras in all trash areas. No action was required. H/O CORR. CV1021412

The Directors reviewed correspondence from the owner with account CV1026013 requesting a waiver of late fees and interest in the amount of \$117.63. A Motion was duly made, seconded, and unanimously carried to deny the homeowner's request. H/O CORR. CV1026013

The Directors reviewed correspondence from the owner with account CV1014501 regarding multiple concerns in the community. It was noted that all reported concerns had been addressed by management. No action was required. H/O CORR. CV1014501

The Directors reviewed the work order report. No action was required. W/O REPORT

The next Board Meeting would be held on February 28, 2024. NEXT MEETING ADJOURNED

There being no further business, the Regular Meeting was adjourned at 8:06 p.m.

Submitted by Theresa Hirschman, CMCA, AMS, PCAM, Senior Community Manage SUBMITTED

ATTEST: ATTEST

\_\_\_\_\_  
Berna Valenzuela, 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 January 24, 2024, as approved by the Board Members in attendance of the Meeting.

\_\_\_\_\_  
Marissa Patterson, Secretary

\_\_\_\_\_  
Date

