

CROSSPOINTE VILLAGE HOMEOWNERS ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS  
JUNE 24, 2020

The Regular Meeting of the Board of Directors of the Crosspointe Village Homeowners Association was held on Wednesday, June 24, 2020, via teleconference, meeting ID# 931 6275 2239. Director Jennifer Thomas called the Meeting to order at 6:40 p.m.

CALL TO  
ORDER

Directors Present: Chris Kaesviharn  
Kathleen Shannon  
Jennifer Thomas  
Berna Valenzuela

Directors Absent: Marisa Patterson

Representing Cardinal: Theresa Hirschman, Account Manager  
April Dana, Assistant Account Manager

Others Present: See attached

Director Thomas opened the Homeowner Forum.

H/O FORUM

The owner of 12618 Cleardale Circle was present to inquire when the signs would be posted in the pool area advising residents that smoking and the use of alcohol in the pool area was not permitted.

12618  
CLEARDALE  
CIRCLE

The owner of 12658 Scottsdale was present to report he had been informed by the Association that the cleaning of the rain gutters on his property were his responsibility, but that the rain gutters that needed cleaning were the Association's responsibility as they were above the carport area. The Directors confirmed that the homeowner was correct and that all rain gutters above the carport areas were the Associations responsibility. Cardinal was directed to close the violation on the homeowner's account and send a copy of the maintenance matrix to the homeowner for future reference.

12658  
SCOTTSDALE

The owner of 12621 Moordale Circle Unit B was present to report that a neighbor was renting their unit on the Air-B-N-B website. The Directors requested that the homeowner send the address of the neighbor to the property manager, Theresa Hirschman.

12621  
MOORDALE CIR.  
UNIT B

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

H/O FORUM  
CLOSED

The scheduled Hearing was held for the owner with account #CV1011585 for not parking their vehicles in the garage. The owner was present. A Motion was duly made, seconded, and unanimously carried to close the violation noting that pictures of the vehicles parked in the garage had been sent daily. Cardinal was requested to notify the owner of the Board's decision.

HEARING  
CV1011585  
PARKING  
VIOLATION

The scheduled Hearing was held for the owner with account #CV1014261 for not trimming the plant material in the patio area. The owner was not present but had called to

HEARING  
CV1014261

advise that the plants had been trimmed since receipt of the first letter. She also requested that the fine be waived. A Motion was duly made, seconded, and unanimously carried to table the matter to the July 2020 Board Meeting so that the compliance could be verified. Cardinal was requested to advise the owner of the Board's decision and add the Hearing to the July agenda for review.

TRIM PLANTS

The scheduled Hearing was held for the owner with account #CV1014823 for failure to repair or replace the window screen. The owner was not present. A Motion was duly made, seconded, and unanimously carried to table the matter to the July 2020 Board Meeting so that the compliance could be verified. Cardinal was requested to advise the owner of the Board's decision and add the Hearing to the July agenda for review.

HEARING  
CV1014823  
WINDOW  
SCREEN

The scheduled Hearing was held for the owner with account #CV1014004 for failure to remove items stored on the patio. The owner was not present. 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 requested to advise the owner of the Hearing results and schedule another Hearing for the next Meeting.

HEARING  
CV1014004  
STORED ITEMS

The scheduled Hearing was held for the owner with account #CV1011914 for failure to remove items stored on the patio. The owner was not present. A Motion was duly made, seconded, and unanimously carried to close the violation. Cardinal was requested to advise the owner of the Board's decision.

HEARING  
CV1011914  
STORED ITEMS

The scheduled Hearing was held for the owner with account #CV1014007 for failure to remove items stored on the back patio. The owner was not present. 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 requested to advise the owner of the Hearing results and schedule another Hearing for the next Meeting.

HEARING  
CV1014007  
STORED ITEMS

The scheduled Hearing was held for the owner with account #CV1010481 for failure to park the vehicle in the garage. The owner was present. 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  
CV1010481  
PARKING  
VIOLATION

The scheduled Hearing was held for the owner with account #CV1014033 for causing a nuisance in the community. The owner was not present. 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 requested to advise the owner of the Hearing results and schedule another Hearing for the next Meeting.

HEARING  
CV1014033  
NUISANCE

The scheduled Hearing was held for the owner with account #CV1014415 for causing a nuisance by smoking in the community. The owner was not present but called in to report that she had quit smoking. A Motion was duly made, seconded, and unanimously carried to close the violation. Cardinal was requested to advise the owner of the Board's decision.

HEARING  
CV1014415  
NUISANCE

The scheduled Hearing was held for the owner with account #CV1014585 for dumpster diving. The owner was not present. 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 requested to advise the owner of the Board's decision and schedule another Hearing for the next Meeting.

HEARING  
CV1014585  
DUMPSTER  
DIVING

The scheduled Hearing was held for the owner with account #CV1010481 for running a business from the home. The owner was present to advise no business was being run from the home and that the tenant was only parking vehicles from his business in the community for short periods of time. A Motion was duly made, seconded, and unanimously carried to close the violation. Cardinal was requested to notify the homeowner of the Board's decision.

HEARING  
CV1010481  
HOME BUSINESS

The scheduled Hearing was held for the owner with account #CV1010495 for failure to remove a hanging wire. The owner was not present. 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 requested to advise the owner of the Hearing results and schedule another Hearing for the next Meeting.

HEARING  
CV1010495  
HANGING WIRE

The scheduled Hearing was held for the owner with account #CV1014993 for failure to remove items stored on the patio. The owner was not present. 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  
CV1014993  
STORED ITEMS

The scheduled Hearing was held for the owner with account #CV1014823 for failure to replace the garage weather stripping. The owner was not present. 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 requested to advise the owner of the Hearing results and schedule another Hearing for the next Meeting.

HEARING  
CV1014823  
GARAGE  
STRIPPING

The scheduled Hearing was held for the owner with account #CV1014823 for failure to repair or replace a window screen. The owner was not present. 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 requested to advise the owner of the Hearing results and schedule another Hearing for the next Meeting.

HEARING  
CV1014823  
WINDOW  
SCREEN

The scheduled Hearing was held for the owner with account #CV1014525 for conducting carport vehicle repairs. 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 & Fine Policy. Cardinal was requested to advise the owner of the Hearing results and schedule another Hearing for the next Meeting.

HEARING  
CV1014525  
VEHICLE  
REPAIRS

The scheduled Hearing was held for the owner with account #CV1019066 for causing a nuisance in the community. The owner was not present. A Motion was duly made, seconded, and unanimously carried to impose a \$50.00 fine, in accordance with the Association's Violation & Fine Policy. Cardinal was requested to notify the owner of the Board's decision and schedule another Hearing for the next Meeting.

HEARING  
CV1019066  
NUISANCE

The scheduled Hearing was held for the owner with account #CV1010805 for causing a nuisance in the community. The owner was not present. A Motion was duly made, seconded, and unanimously carried to impose a \$50.00 fine, in accordance with the Association's Violation & Fine Policy. Cardinal was requested to notify the owner of the Board's decision and schedule another Hearing for the next Meeting.

HEARING  
CV1010805  
NUISANCE

Mayela Ramirez of Phoenix Patrol was present to discuss patrol issues. Ms. Ramirez reported that the patrol activity in the community was increasing and that Patrol One was doing the best they could to keep up. Additionally, she inquired if the suspension of towing stored vehicles could be extended as the stay at home order was still in place and many residents were not leaving their homes for work. Lastly, she advised that the residents were complying with the Emergency Pool Rules put in place due to the Covid-19 virus. The Directors advised Patrol One to extend the suspension of towing stored vehicles until further notice. The Directors also thanked Patrol One for doing a good job and expressed their appreciation for the work being done. Cardinal was advised to send notice to all homeowners advising them to lock all vehicle doors and to not leave valuables in their vehicles as vehicle thefts had been reported.

PATROL REPORT

The patrol reports provided were reviewed by the Board. No action was required.

PATROL  
REPORTS  
POOL COMM.

The Pool Committee provided a general report. It was reported that the pool gates were able to be opened without a fob by prying the gate open with a stick or other object. It was also reported that the north pool was being frequented by residents who were playing loud music, drinking alcohol, using flotation devices, and smoking, which were all not permitted in the pool areas. The Board advised that if too many violations were reported they would consider closing the pools. Cardinal was directed to obtain a proposal to repair the pool gate issue and to add a statement to any pool violation letter that the Board could choose to close the pool as a last resort if residents did not follow all Pool Rules.

There was no report provided by the Landscape Committee.

LANDSCAPE  
COMM.

There was no report provided by the Website Committee.

WEBSITE COMM.

There was no report provided by the Architectural Committee.

ARCHITECTURAL  
COMM.

A Motion was duly made, seconded, and unanimously carried to ratify a proposal from Scott English Plumbing for plumbing repairs at 7730 Briarglen Loop Unit F at a cost of \$3,195.00, and to ratify the approval of the Emergency Pool Rules, Pool Reopening Cover Letter, Pool Reopening Guidelines, and the Pool Disinfection Plan.

MAINTENANCE  
COMM.

A Motion was duly made, seconded, and unanimously carried to approve the May 27, 2020 Regular Meeting Minutes, as written.

APPROVAL OF  
MINUTES

The Directors reviewed the May 2020 Financial Statement. A Motion was duly made, seconded, and unanimously carried to accept the May 2020 Financial Statement,

FINANCIAL  
REVIEW

subject to audit.

The Board reviewed the aging report. A Motion was duly made, seconded, and unanimously carried to waive all balances under \$1.00.

AGING REPORT

The Board reviewed the Lien Resolution for the owner with account #CV1010314. Cardinal Property Management reported that the account balance had been paid and the lien was no longer necessary.

LIEN  
CV1010314

The Board reviewed the Lien Resolution for the owner with account # CV1012097. A Motion was duly made, seconded, and unanimously carried to approve the lien resolution for account # CV1012097/APN#937-067-448.

LIEN  
CV1012097

The Board reviewed the Lien Resolution for the owner with account # CV1013990. A Motion was duly made, seconded, and unanimously carried to approve the lien resolution for account # CV1013990/APN#937-67-459.

LIEN  
CV1013990

The Board reviewed correspondence from the owner with account # CV1014093 requesting an extension on the previously approved payment plan. A Motion was duly made, seconded, and unanimously carried to approve a 30-day extension to the current payment plan. Cardinal was directed to notify the homeowner of the Board's decision

PAYMENT  
PLAN  
CV1014093

The Board reviewed correspondence from the owner with account # CV1014974 requesting a fine waiver and reporting homeowners who talk loudly in the common areas. A Motion was duly made, seconded, and unanimously carried to waive the fines on the account. Cardinal was directed to notify the homeowner of the Board's decision regarding the fine waiver and notify her that the Board could not stop residents from talking in the common areas.

H/O CORR.  
FINE WAIVER

The Board reviewed a proposal from Inouye, Shively, Klatt, & McCorvey to perform the 2020 audit and tax preparation. A Motion was duly made, seconded, and unanimously carried to approve the proposal at a cost of \$1,000.00.

AUDIT  
PROPOSAL

The Board reviewed a proposal from Accurate Termite for the annual termite inspection. It was noted that a representative from Accurate Termite advised, due to the virus they would not inspect the attics at this time but the Association should move forward with the exterior inspections. A Motion was duly made, seconded, and unanimously carried to approve the proposal from Accurate Termite for the annual termite inspection noting that the attics would be completed at a later date at a cost of \$29,700.00.

ACCURATE  
TERMITE ANNUAL  
INSPECTION

The Board reviewed the monthly maintenance agreement addendum from O.C.B.S. A Motion was duly made, seconded, and unanimously carried to approve the contract addendum.

CONTRACT  
ADDENDUM

A Motion was duly made, seconded, and unanimously carried to approve O.C.B.S. proposal #23096 for drywall repairs at 7737 Ferndale Unit L at a cost of

O.C.B.S.  
7737 FERNDAL

\$965.00.

The Board reviewed proposals from Accurate Termite. A Motion was duly made, seconded, and unanimously carried to approve termite repair proposals #56893 for 7703 Lansdale at a cost of \$484, #56651 for 7705 Lansdale at a cost of \$255.00, #56896 for Elmdale Unit D at a cost of \$1,518.00, and 56887 for 7735 Briarglen Loop Unit M at a cost of \$1,104.00.

A Motion was duly made, seconded, and unanimously carried to approve a proposal from Golden Bell for the treatment of the manholes in the community at a cost of \$2,460.00.

The Board reviewed a request from Phoenix Patrol for a contract increase to begin January 2021. A Motion was duly made, seconded, and unanimously carried to approve the request noting the hourly rate was increasing to \$20.00 per hour per employee.

The Directors discussed how the site inspections were to be conducted and determined that the site inspections would be conducted by driving through the community until further notice.

The Directors reviewed correspondence from the owner with account #CV1015072 regarding the closure of the community pools. Cardinal was requested to send a letter to the homeowner thanking her for her comments and advising her they were following all state guidelines.

The Directors reviewed correspondence from the owner with account #CV10382 regarding the neighbors in the area that were continuing to smoke in the common area. Cardinal was requested to send a violation letter to the owners of 12615 Briarglen Loop Units J and L, 12623 Cleardale, and 7779 Ramsdale advising them that they were not permitted to smoke in the common areas. Additionally, to send a letter to the owner who reported the violation advising her that letters were being sent to the violators.

The Directors reviewed correspondence from the owner with account #CV1014770 regarding the closure of the community pools. Cardinal was requested to send a letter to the homeowner thanking her for her comments and advising her they were following all state guidelines.

The Directors reviewed correspondence from the owner with account #CV1014288 requesting a refund of the assessments for the months the pools had been closed. The request was denied. Cardinal was requested to send a letter to the homeowner advising them that the pools had been closed per the State and County guidelines for the protection of all homeowners in the community and the Association was continuing to incur expenses for the maintenance of the pool areas, which was why their request had been denied.

UNIT L

ACCURATE  
TERMITE REPAIR  
PROPOSALS

MANHOLE  
TREATMENT

PATROL  
CONTRACT  
INCREASE

SITE  
INSPECTIONS

H/O CORR.  
CV1015072

H/O CORR.  
CV1010382

H/O CORR.  
CV1014770

H/O CORR.  
CV1014288

The Directors reviewed correspondence from the owner with account #CV1014342 requesting a discount in the assessments for the month of June due to the pool closures. The request was denied. Cardinal was requested to send a letter to the homeowner advising them that the pools had been closed per the State and County guidelines for the protection of all homeowners in the community and the Association was continuing to incur expenses for the maintenance of the pool areas, which was why their request had been denied.

H/O CORR.  
CV1014342

The Directors reviewed correspondence from the owner with account #CV1010237 reporting that the resident above their unit continued to wash dog feces, insects, and other unsanitary byproducts onto their patio and that the neighbor also had more animals than were permitted living in the unit. Cardinal was requested to send a letter to the neighbor advising them to stop washing the dog feces, insects, and other unsanitary byproducts onto the patio below as it was a health and safety hazard. and reminding the residents that they were only permitted to have two pets living in the unit and to include a copy of the Association rule regarding pets. Finally, Cardinal was requested to send a letter to the reporting homeowner that letters were being sent to the neighbor above regarding the reported items.

H/O CORR.  
CV1010237

The Directors reviewed correspondence from the owner with account #CV1014476 regarding the pool fobs that had not worked in five months. Cardinal was requested to send a letter to the homeowner advising that the fob system had been repaired and the pool fobs were able to be programmed.

H/O CORR.  
CV1014476

The Directors reviewed correspondence from the owner with account #CV1010382 regarding children who had been playing in the common areas. Cardinal was requested to send a letter to the homeowner advising that the Association could not restrict children from playing in the common areas but would send out a communication to all members reminding them to supervise their children to ensure their safety. Director Velenzuela advised that she would compose the communication notice and forward it to the Board and Cardinal for review and distribution.

H/O CORR.  
CV1010382

The Work Order and Site Inspection reports were reviewed. No action was required.

REPORTS  
REVIEW

The Annual Calendar was reviewed.

ANNUAL CAL.

The Directors reviewed a notice from Brookfield Development regarding the dates for the soil testing in the community. Cardinal advised the Board that the perimeter wall could not be completed until after the soil testing was completed. The Board confirmed the presented schedule was approved.

SOIL  
TESTING  
SCHEDULE

There being no further business, the Meeting was adjourned at 7:59 p.m. to Executive Session.

ADJOURN

Submitted by: April Dana, Assistant Account Manager

SUBMITTED

ATTEST:

\_\_\_\_\_  
Jennifer Thomas, President

\_\_\_\_\_  
Date

ATTEST

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 June 24, 2020, as approved by the Board Members in attendance of the Meeting.

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

\_\_\_\_\_  
Date

CERTIFY