

CROSSPOINTE VILLAGE HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
JUNE 28, 2023

The Regular Meeting of the Board of Directors of the Crosspointe Village Homeowners Association was held on Wednesday, June 28, 2023, at Cardinal Property Management, 3111 N. Tustin St., Suite 200, Orange, CA 92865 and via teleconference, Meeting ID# 991-5288-7456. The President, Berna Valenzuela, called the Meeting to order at 6:30 p.m.

CALL TO
ORDER

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

Directors Absent: None

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

Others Present: Teresa Dyer
Lisa Glenn
Rhonda Insalaco
Laura Riney
Gino Servello
Ariel Tyma

The scheduled Hearing was held for the owner of account #CV1014538 regarding a home business violation. The owner was not present and had not responded to the violation. A Motion was duly made, seconded, and unanimously carried to impose a fine in the amount of \$100.00, 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
#CV1014538

The scheduled Hearing was held for the owner of account #CV1024321 regarding a smoking violation. The owner was not present and had not responded to the violation. As the violation had not been corrected, a Motion was duly made, seconded, and unanimously carried to impose an additional fine in the amount of \$200.00, 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
#CV1024321

Director Valenzuela opened the Homeowner Forum.

H/O FORUM

The owner of account CV1014342 was present to express concerns with the lack of lounges and chairs at the center pool and to request more be ordered, to report an argument between renters and pool vendors regarding ducks, and to suggest a notice be sent to owners to include washing down facias along with the balconies.

H/O
CV1014342

The owner of account CV1025650 was present to report extended parking in the car wash areas. Cardinal was directed to notify the patrol company to monitor the issue and to send a broadcast email to the owners regarding parking in the car wash area. The owner also reported multiple encounters with coyotes in the area and was advised to report the issue to the city.

H/O
CV1025650

The owner of account CV1014614 was present to report an issue with a contractor not obtaining a permit for their window replacement. Cardinal was directed to remove the window vendor from the website.

H/O
CV1014614

The owner of account CV1014501 was present to discuss obtaining contractor's business licenses, agendas not being provided for review, and to request a rule change for light filtering shades. Cardinal was directed to research the request and add the item to the next Agenda.

H/O
CV1014501

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

H/O FORUM
CLOSED

The Directors discussed the request for more pool furniture. Cardinal was directed to request pricing for 4 lounge chairs and 3 pool chairs, to request different material options and to add the item to the next Agenda.

POOL COMM.

The Directors reviewed the May 12, 2023 Landscape Walk Reports from Las Flores. The Directors reviewed a plan and proposal submitted by Las Flores for landscape improvements. A Motion was duly made, seconded, and carried to deny the proposal. Director Jones and Director Thomas were opposed. It was noted the Landscape Committee would make suggestions to the landscapers regarding replanting and present the proposal to the Board for review. Cardinal was directed to request a revised proposal for the item noted on the May 12, 2023 Landscape Walk Report and to request that pictures be included of the current landscape conditions. The Directors discussed ideas for landscape improvements.

LANDSCAPE
COMM.

There was no report from the Website Committee.

WEBSITE
COMM.

There was no report from the Architectural Committee.

ARCH.COMM.

A Motion was duly made, seconded, and unanimously carried to ratify the approvals by the Maintenance Committee for the following Service First proposals: a proposal for water damage repairs at 12040 Briarglen Unit K. at a cost of \$2,325.00 and a proposal for water damage repairs at 12640 Briarglen Unit K. at a cost of \$1,375.00.

MAINT.
COMM.

A Motion was duly made, seconded, and unanimously carried to approve the Minutes of the May 24, 2023 Regular Meeting and the May 24, 2023 Organizational Meeting as presented.

APPROVAL
OF MIN.

The Directors reviewed the May 24, 2023 Annual Meeting Minutes. The results of the Annual Meeting were as follows:

ANNUAL
MEETING
RESULTS

Rhonda Insalaco	59 Votes
Jeff Jones	107 Votes
Jennifer Thomas	116 Votes
Matthew Sandoval	75 Votes

Corrine Byrne, Inspector of Election, announced that Jeff Jones and Jennifer Thomas were each elected to serve a two-year term on the Board of Directors.

The Resolution to apply the excess funds to the following year's budget passed. The vote was one hundred sixty-five in favor, seven opposed, and five abstentions.

ANN. MTG.
RESULTS
CONT.
FINANCIAL
REVIEW

The Directors confirmed the monthly review of the Financial Statement. A Motion was duly made, seconded, and unanimously carried to accept the May 2023 Financial Statement as presented, subject to audit.

The Directors reviewed the current aging report. No action was required.

AGING
REPORT
LIEN
RESOLUTION

A Motion was duly made, seconded, and unanimously carried to approve the Resolution to Record a Lien against the property of the owner of account #CV1014410.

A Motion was duly made, seconded, and unanimously carried to table the 2023-2024 Reserve Study to the next Regular Meeting. Cardinal was directed to invite Reserve Analyst to the next Regular Meeting.

2023-2024
RESERVE
STUDY

A Motion was duly made, seconded, and unanimously carried to table the 2023-2024 Budget discussion to the next Regular Meeting.

BUDGET
DISCUSSION

The Directors reviewed the project manager proposals from Design Build Associates, The Davis Company, and RCS Construction Management. A Motion was duly made, seconded, and unanimously carried to deny all the proposals as a project manager was no longer needed for the balcony repairs. It was noted Director Montgomery and Director Thomas volunteered to review the work on the balconies. Cardinal was directed to request new proposals for the balcony repairs, per the B2R report. It was suggested 25 balconies be completed at a time.

PROJECT
MANAGER
PROPOSALS

The Directors discussed the patrol contract proposals from Allied Universal, California Coastal Patrol, and O.C. Patrol. Director Patterson and Director Jones reported on the information from the patrol proposal meetings conducted on May 31, 2023 and advised that they would also be checking the patrol vendors references. Cardinal was directed to send communication to the current patrol company outlining the issues and requesting a plan on how they would address the issues. Cardinal was also directed to invite a representative from Allied Universal, OC Patrol and California Coastal Patrol to the next Regular Meeting. Additionally, Cardinal was directed to request clarification on the hardware and program discussed with Allied Universal.

PATROL
CONTRACTS

The Directors discussed the Elevated Element spreadsheet. Cardinal was requested to keep the spreadsheet updated.

ELEVATED
ELEMENT

A Motion was duly made, seconded, and unanimously carried to approve the PCW proposal for deck repairs at 12680 Briarglen Unit B at a cost of \$3,865.00 to be charged to reserves. Cardinal was directed to advise the vendor and the unit owner of the Board's decision.

PCW
12680
BRIARGLEN

The Directors reviewed the contract increase from Personal Touch. A Motion was duly made, seconded, and unanimously carried to approve the annual increase in the amount of \$371.00 effective November 1, 2023. It was noted the current monthly amount paid was \$951.00 plus an increase of \$30.92 per month, bringing the new current monthly amount to \$981.92.

PERSONAL
TOUCH
INCREASE

A Motion was duly made, seconded, and unanimously carried to approve the Personal Touch proposal for cleaning 13 trash enclosures at the cost of \$1,365.00. Cardinal was directed to obtain proposals for cleaning the trash enclosures 2 times per year (January and July) and to add the item to the Annual Calendar.

PERSONAL
TOUCH
PROPOSAL

The Directors discussed trench tracking. Cardinal was directed to ask the plumber how long it took the city to get permits, inspect the job, and sign off when completed. Cardinal was also directed to add an email from the plumber explaining some of the delays and costs next month.

TRENCH
TRACKING

The Directors discussed the POD placement rule. It was noted Director Patterson had volunteered to draft the rule change for the Board to review. Cardinal was requested to distribute the proposed rule change to the membership via general notice for the twenty-eight-day comment period as required by law and add the adoption of the rule change to the next agenda.

POD
PLACEMENT
DISCUSSION

The Directors discussed organic waste recycling. It was noted Cardinal had called the City of Stanton for review of the property as it was required for the recycling program and was waiting on CR & R to schedule a review.

ORGANIC
WASTE
RECYCLING

The Directors discussed the Peak Lighting contract. Director Montgomery reported only 20% of the LED lights for the buildings and carports were completed. Cardinal was directed to obtain a copy of the bill (AB2208) stating the lights must be LED for the Board to review at the next Regular Meeting.

PEAK LIGHT.
CONTRACT
DISCUSSION

The Directors discussed guest pass printing. Cardinal was directed to set a regular schedule to deliver guest passes to the guard shack. It was noted the guest passes would be only white and the gate attendants would be instructed to use large print for the date.

GUEST PASS
PRINTING

The Directors reviewed the correspondence submitted by the owner of account CV1011930 regarding a handrail installation request. Cardinal was directed to advise the owner to submit an Architectural Application for the request and that the rails must be the square black rails.

H/O CORRES.
CV1011930

The Directors reviewed the correspondence submitted by the owner of account CV1012562 regarding a violation response for feeding stray/wild animals. A Motion was duly made, seconded, and unanimously carried to close the violation. Cardinal was directed to close the violation and advise the owner of the action taken.

H/O CORRES.
CV1012562

The Directors reviewed the correspondence submitted by the owner of account CV1014179 regarding a decal fee waiver request. A Motion was duly made, seconded, and unanimously carried to deny the request. Cardinal was directed to advise the owner of the Board's decision and to advise the owner to provide a police report for the stolen vehicle and mail the sticker from out of state. It was noted the Board would reconsider the request for a fee waiver once the owner submitted the police report.

H/O CORRES.
CV1014179

The Directors reviewed the correspondence submitted by the owner of account CV1023005 regarding a patrol concern. No action was required.

H/O CORRES.
CV1023005

The Directors reviewed the correspondence submitted by the owner of account CV1023674 regarding a violation response for a sign in a common area. Cardinal was directed to advise the owner the sign must be removed, and other owners would be receiving a violation letter for having signs in a common area.

H/O CORRES.
CV1023674

The Directors reviewed the correspondence submitted by the owner of account CV1025853 regarding a fee waiver request. A Motion was duly made, seconded, and carried to approve the request in an amount of \$53.36. Director Jones abstained. Cardinal was directed to implement the waiver and advise the owner of the Board's decision.

H/O CORRES.
CV1025853

The Directors reviewed the correspondence submitted by the owner of account CV1010983 regarding a violation response and a proposed a rule change. A Motion was duly made, seconded, and carried to deny the rule change request. Director Jones and Director Thomas were opposed. Cardinal was directed to advise the owner of the Board's decision.

H/O CORRES.
CV1010983

The Directors reviewed the correspondence submitted by the owner of account CV1014974 regarding neighbor complaints. Cardinal was directed to advise the owner to call police/sheriff if feeling threatened.

H/O CORRES.
CV1014974

The Directors reviewed the work order report. No action was necessary.

WORK
ORDER
REPORT
CALENDAR

The Directors reviewed the Annual Calendar. Cardinal was directed to add request proposals for power washing of trash enclosures to the months of May and September to be done in July and January.

The Directors reviewed and discussed the Pending Agenda Item list. It was noted the following were pending: Las Flores proposal for a alder replacement at 12705 Northbrook, proposals for repairs on carport storage, the tree trimming proposals, additional mulch proposals, and turf removal discussion.

PENDING
AGENDA
ITEM LIST

There being no further business, the Regular Meeting was adjourned at 8:13 p.m.

ADJOURNED

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 June 28, 2023, as approved by the Board Members in attendance of the Meeting.

Marissa Patterson, Secretary

Date

DRAFT

DRAFT