

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

The Regular Meeting of the Board of Directors of the Crosspointe Village Homeowners Association was held on Wednesday, March 26, 2014 at the Smoketree Clubhouse. Vice-President Leierer called the Meeting to order at 6:30 p.m.

CALL TO
ORDER

Directors Present: Jeff Gollin
Bill Harkness
Jubal Leierer
Marisa Patterson

Directors Absent: None

Representing Cardinal: Karen Holthe, CMCA, CCAM, AMS
Mike Ramm, Assistant Account Manager

Others Present: Susan Bobadilla
Vince Daigneault, Morgan Stanley
Robert Nunez
Mayela Ramirez, Phoenix Patrol
Chris Thomas, Verizon
Al Valle, Verizon
Elaine Winner
Jennifer Woodward

Vince Daigneault from Morgan Stanley Smith Barney was present and gave an overview of the reserve funds and stated he had been actively managing the account since February of 1999. Mr. Daigneault noted there were approximately \$1.5 million in reserves and congratulated the Board on their fiscal management, as most Associations of similar size within his portfolio had approximately \$400,000.00 to \$600,000.00 in reserves.

MSSB
RESERVES
STATUS

Chris Thomas and Al Valle from Verizon were present to discuss the process for upgrading the existing Fios systems and equipment on the condominium side of the community. The representatives from Verizon were thanked for their attendance and requested to provide additional information for the Board's review at the next Meeting.

VERIZON FIOS
UPGRADE

Director Leierer opened the Homeowner Forum.

H/O FORUM

The owner of 7701 Scottsdale was present to express concern about excessive ant activity at the unit, stating the property was not being serviced by the pest control company. Cardinal directed to obtain and send the homeowner information about the pest control schedule via email. The owner also reported that a bicycle had recently been stolen from the carport. The Board advised the owner that the rules had been changed to allow bicycles to be stored on patios and balconies to help deter theft.

7701
SCOTTSDALE
ANTS/STOLEN
BICYCLE

The owner of 12655-I Glendale was present to discuss the installation of a handrail for their unit as an accommodation to a disabled tenant. The Board explained that the Association's architectural application process must be utilized for the proposed modifications, the cost of installing such modifications was the responsibility of the homeowner and not the Association per California Civil Code, and that the homeowner must return the unit to its original condition when the unit was sold and/or if the tenant left and the modifications were no longer required.

12655-I
GLENDALE
HANDRAIL

The owner of 7731 Moordale was present to discuss the vehicle citation process. The Directors advised the owner to request copies of any citations issued to his tenant from Phoenix Patrol.

7731
MOORDALE
CITATIONS

The owner of 12620-K Briarglen Loop was present to request a 30 day extension to remedy their patio violation and to report pest activity around the unit. The Board granted a 30-day extension. Cardinal was directed to issue a work order to the pest company.

12620-K
BRIARGLEN
LOOP-VIO
EXTENSION

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

H/O FORUM

The scheduled Hearing was held for the owner of account #CV-0010-0112-01 for failure to maintain a proper window screen. The owner was not present. A Motion was duly made, seconded, and unanimously carried to close the violation as Cardinal notified the Board that the violation had been corrected. Cardinal was directed to notify the account owner of the Hearing results.

HEARING
#0010-0112-01
WINDOW
SCREEN

The scheduled Hearing was held for the owner of account #CV-0010-0112-01 for failure to clean carport oil stains. The owner was not present. A Motion was duly made, seconded, and unanimously carried to close the violation as Cardinal notified the Board that the violation had been corrected. Cardinal was directed to notify the account owner of the Hearing results.

HEARING
#0010-0112-01
OIL STAINS

The scheduled Hearing was held for the owner of account #CV-0010-0382-01 for failure to remove weeds from the patio. 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 April 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 replace a damaged 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 April 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 or replace upstairs window blinds. The owner was not present, but had submitted correspondence requesting the Board waive the fines previously assessed. 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 and deny the owner's request for waiver of the previously imposed fines. Cardinal was directed to advise the owner of the Hearing results and schedule another Hearing in April at which another fine could be imposed.

HEARING
#0010-0192-03
REPLACE
WINDOW
BLINDS

The scheduled Hearing was held for the owner of account #CV-0010-0281-02 for failure to utilize garage for vehicle parking. The owner was not present but had submitted correspondence in the matter. As the violation had not been corrected, 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 directed to advise the owner of the Hearing results and schedule another Hearing in April at which another fine could be imposed.

HEARING
#0010-0281-02
GARAGE
PARKING

The scheduled Hearing was held for the owner of account #CV-0010-0281-02 for failure to remove an awning from the patio. The owner was not present but had notified the Board that the violation had been corrected. A Motion was duly made, seconded, and unanimously carried to impose a \$50.00 fine, in accordance with the Association's Violation & Fine Policy if the violation was not corrected as reported, and to close the violation once compliance had been confirmed. Cardinal was directed to verify the compliance at the next site inspection and to notify the owner of the Hearing results.

HEARING
#0010-00281-02
PATIO AWNING
REMOVAL

The scheduled Hearing was held for the owner of account #CV-0010-0465-01 for failure to repair or replace damaged blinds. The owner was not present. Cardinal advised the Board that they were unable to verify correction of the violation as the blinds were raised at time of inspection. A Motion was duly made, seconded and unanimously carried to take no action in the matter at this time. Cardinal was directed to monitor the situation and call the owner to another Hearing if the violation was observed again.

HEARING
#0010-00465-01
DAMAGED
BLINDS

The scheduled Hearing was held for the owner of account #CV-0010-0388-01 for rummaging through trash cans and removing recyclables. 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 if the violation was reported again.

HEARING
#0010-0388-01
TRASH CAN
RUMMAGING

Mayela Ramirez from Phoenix Patrol was present to discuss patrol services. Phoenix Patrol was requested to ensure the south pool area was patrolled at night more often. The Board requested that Phoenix define a specific policy on multiple guards in the guard shack at the same time and ensure that all employees complied with the policy. Cardinal was directed to send a letter to Phoenix Patrol as no incident report

PHOENIX
PATROL

had been filed in regards to a police incident that took place near the south guard shack, which should have been reported to the Board, and to request the statistics on the volume of issued citations that had been requested by the Board at the February Meeting. Cardinal was directed to send a work order to have the utility closet door at 7720 Elmdale #C repaired. Cardinal was directed to send a letter to owner of account #CV-0010-0088-02 stating that, as he had recently given permission for his son to enter the community, he would be responsible for any future damages caused by his son.

Jim Glenn, Landscape Committee, was present to report landscaping issues. It was reported that the carrotwood trees would be trimmed in two weeks and that he was actively working to maintain and improve appearance of all landscaping areas. The Board directed Cardinal to send all landscaping proposals to Mr. Glenn for review. The Board tabled discussion on the Las Flores Landscape sycamore tree removal proposal to the next Meeting.

Marisa Patterson, Pool Committee, was present to report pool area issues. Cardinal was directed to issue work orders to the appropriate vendor regarding the women's toilet at the south pool, the men's toilet at the north pool, and the men's and women's toilets at the central pool. A Motion was duly made, seconded, and unanimously carried to authorize Ms. Patterson to purchase a new outdoor clock at a cost not to exceed \$75.00, for the pool area. The cost was to be charged to operating.

The Board reviewed the proposal from Aquatrends to repair the center spa heater. A Motion was duly made, seconded, and unanimously carried to approve the proposal in the amount of \$1,236.37, to be charged to reserves. The Board reviewed the proposal from Aquatrends to upgrade the spa chemical systems at all pools. A Motion was duly made, seconded, and unanimously carried to deny the proposal. Cardinal was directed to notify the vendor of the Board's decisions.

As there were no reports from the Website, Architectural, and Maintenance Committees, no action was required.

The Board reviewed the February 26, 2014, Regular Meeting Minutes. A Motion was duly made, seconded, and carried to approve the minutes. Director Gollin abstained.

The Board reviewed the February 2014 Financials. A Motion was duly made, seconded, and unanimously carried to accept the Financials as prepared, subject to audit. Cardinal was directed to investigate the year-to-date tree trimming expense items to determine if the expenses were correctly coded.

The Board reviewed the delinquency report. No action was required.

The Board reviewed the proposals from Automated Access Systems and

LANDSCAPE
COMMITTEE

POOL
COMMITTEE

AQUATREND
PROPOSALS

COMMITTEES

APPROVAL
OF REG MIN.

FINANCIAL
REVIEW

DELIN. REPORT

ELECTRONIC

California Gate regarding the installation of electronic pedestrian gates. The Board tabled further review of the California Gate & Entry Systems proposal to the August agenda. Cardinal was requested to notify California Gate & Entry Systems that the Board was planning to move forward with the project but was delaying any action until after the summer recreation season.

ACCESS FOR
PEDESTRIAN
GATES

The Board tabled discussion regarding surveillance and camera upgrade proposals to the next Meeting. Cardinal was requested to remind Phoenix Patrol of their commitment to attend the next Meeting to discuss system upgrades.

SURVEILLANCE
PROPOSALS

The Board discussed member attendance and non-member residents representing owners at Regular Board Meetings. Noting that California Civil Code #4925 entitled members (owners) to attend, a Motion was duly made, seconded, and unanimously carried to permit only members/owners to attend Board meetings and to permit non-owner residents to attend only when specifically invited.

NON-MEMBER
ATTENDANCE

The Board reviewed a proposal for gutter replacements. No action was required.

RAIN GUTTER

The Board reviewed the proposal dated March 6, 2014 from Peak Lighting to replace a light at the end of Ramsdale. A Motion was duly made, seconded, and unanimously carried to approve the proposal to replace the light and post, at a cost of \$657.27, to be charged to operating. Cardinal was directed to notify Peak Lighting of the Board's decision.

RAMSDALE
POST LIGHT
PROPOSAL

The Board reviewed a proposal from CID Insurance Programs to renew the fidelity insurance policy for 2014-2015. A Motion was duly made, seconded, and unanimously carried to approve the insurance policy renewal without the increased limit for computer fraud, at an annual premium cost of \$1,588.00. Cardinal was directed to notify the vendor of the Board's decision.

FIDELITY
INSURANCE
RENEWAL

The Board reviewed correspondence from Cardinal Property regarding a Board Education course to take place on April 28, 2014. No action was required.

BOARD ED
COURSE

The Directors reviewed the request from the owner of accounts #CV-0010-0036-01 and #CV-0010-0188-03 for waiver of their late fees. A Motion was duly made, seconded, and unanimously carried to waive the \$10.00 late fee on each account.

#0010-0036-01
#0010-0188-03
LATE FEE

The Directors reviewed the request from the owner of account #CV-0010-0254-01 for waiver of their late fees in the amount of \$21.77. A Motion was duly made, seconded, and unanimously carried to waive the late fees.

#0010-0254-01
LATE FEES

The Directors reviewed the request from the owner of account # CV-0010-0306-04 for waiver of a previously imposed fine that was assessed for a barking dog violation. A Motion was duly made, seconded, and carried to deny the request as the barking dog was deemed a nuisance when the fine was imposed.

#0010-0306-04
WAIVE FINE
REQUEST

The Directors reviewed correspondence from the owner of account #CV-0010-0487-06 regarding the costs imposed for dumping large items in the dumpster area. A Motion was duly made, seconded, and unanimously carried to deny a waiver of the charges as the incident occurred after the owners reported vacation. Cardinal was directed to notify the owner of the Board's decision.

#0010-0487-06
WAIVE
CHARGES
REQUEST

The Directors reviewed correspondence from the owner of account #CV-0010-0235-02 requesting reimbursement for towing charges. A Motion was duly made, seconded, and unanimously carried to deny reimbursement of the tow charges. Cardinal was requested to notify the owner of the Board's decision and inform the owner that not being aware of the rules was not a valid reason for reimbursement, as the towing had been conducted in accordance with the Association's Parking Rules.

#0010-0235-02
TOW REIMB.
REQUEST

The Directors reviewed correspondence from the owner of account #CV-0010-0263-01 regarding reimbursement for towing charges. A Motion was duly made, seconded, and unanimously carried to deny reimbursement of the tow charges, as the towing was conducted in accordance with the Association's Parking Rules.

#0010-0263-01
TOW REIMB.
REQUEST

The Directors reviewed a request from the owner of account #CV-0010-0242-01 to approve a variance to allow their commercial vehicle to have a parking decal. A Motion was duly made, seconded, and unanimously carried to approve the variance request with the stipulation that the permit request include a letter from the company, on company letterhead, stating the specific vehicle was required to be driven on a daily basis for work purposes.

#0010-0242-01
COMMERCIAL
VEHICLE
DECAL

The Directors reviewed a request from the owner of account #CV-0010-0463-01 to post information on the bulletin board just inside the north gate regarding the website and where to find information on rentals and units for sale. A Motion was duly made, seconded, and unanimously carried to deny the request.

#0010-0463-01
REQUEST TO
POST SIGNS

The Directors reviewed correspondence from the owner of account #CV-0010-0067-01 regarding neighbors planting their own plants in the common area. Cardinal was directed to inform Landscape Chair, Jim Glenn, of the issues and to notify the reporting owner that the Board was working on a resolution to the issues.

#0010-0067-01
COMMON AREA
PLANTING

The Directors reviewed correspondence from the owner of account #CV-0010-0200-05 regarding a continuing matter of a neighbor making excessive and unreasonable noise. Mayela Ramirez from Phoenix was present and was requested to note the address of the reported noise violations, and to inform the patrol staff that upon receipt of another noise complaint, the staff was to personally go to the unit, verify the excessive noise, and forward a written report to Cardinal. Cardinal was requested to inform the reporting party that the next time a noise incident occurred, that they were requested to both call the guard shack to verify the matter and send Cardinal an email citing the time and date of the incident. Upon receipt of both the email and the patrol incident report, Cardinal was to then take the appropriate action according to the Association's Violation and Fine Policy.

#0010-0200-05
CONTINUED
NOISE
CONCERNS

It was noted an Executive Session was held following the February 26, 2014, Regular Meeting to approve the January 22, 2014, Executive Session Minutes and review and discuss delinquency and legal matters. A Resolution was adopted to initiate foreclosure of the lien for delinquent assessments on the property with Assessor's parcel #937-67-117.

EXECUTIVE
SESSION

There being no further business, the Meeting was adjourned to Executive Session at 8:22 p.m.

ADJOURN

Submitted by: Karen Holthe, Senior Account Manager

SUBMITTED

ATTEST:

ATTEST

Jeff Gollin, President

Date

SECRETARY CERTIFICATION

CERTIFY

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 March 26, 2014 as approved by the Board Members in attendance of the Meeting.

Marisa Patterson, Secretary

Date