

CROSSPOINTE VILLAGE HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
MARCH 25, 2020

The Regular Meeting of the Board of Directors of the Crosspointe Village Homeowners Association was held on Wednesday, March 25, 2020, via teleconference, meeting ID# 569 727 038. Director Jennifer Thomas called the Meeting to order at 6:30 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: Mayela Ramirez – Phoenix Patrol

Director Thomas opened the Homeowner Forum.

H/O FORUM

The owner of 12651 Briarglen Loop Unit I was present to express to the Board that she was in agreement of the proposed smoking rule to ban smoking in all common areas.

12651
BRIARGLEN
LOOP

The owner of 12733 Mistybrook Circle was present to express that he did not feel that the teleconference meeting was the appropriate forum to vote on the proposed smoking rule and that he was not in agreement with the proposed rule. Additionally, he reported that he did not feel that contractors should be performing any work within the community due to the COVID-19 virus.

12733
MISTYBROOK
CIRCLE

The owner of 7774 Cleardale Circle was present to advise that she did not feel that contractors should be performing any work in the community unless it was an emergency or essential.

7774 CLEARDALE
CIRCLE

The owner of 12621 Moordale Circle Unit L was present to report an incident with the downstairs neighbor. It was reported that the neighbor threatened to kill her dog and was extremely confrontational. The Board requested that the homeowner put a statement in writing and send it to Cardinal Property Management so that a letter could be sent to the offending neighbor.

12621
MOORDALE
CIRCLE

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

H/O FORUM
CLOSED

A Motion was duly made, seconded, and unanimously carried to hold Hearing's for homeowner's with account numbers CV1011585, CV1014525, CV1014525, CV1014585, CV1014261, CV1011054, CV1014823, CV1010318, CV1014004, CV1014993, CV1011914 , CV1011054, CV1010946, CV1011013, CV1014823, CV1014823, CV1010495, CV1014007, CV1014491 in abeyance until the current

SCHEDULED
HEARINGS

restrictions due to the COVID-19 virus were lifted. Cardinal Was directed to notify all homeowners of the Board's decision.

The scheduled Hearing was held for the owner with account #CV1014585 for dumpster diving. The owner was present to state her case. A Motion was duly made, seconded, and unanimously carried to close the violation and waive any outstanding fines noting that if the matter was reported again she would be called directly to a Hearing. Additionally, Cardinal was directed to include an incident report date on every violation letter if the matter was reported in the future.

HEARING
CV1014585
DUMPSTER
DIVING

Mayela Ramirez of Phoenix Patrol was present to discuss patrol issues. Ms. Ramirez reported that all staff members had a meeting to discuss the COVID-19 virus and how to protect themselves. Additionally, Ms. Ramirez reported that all Phoenix Patrol staff had been supplied with cleaning supplies, gloves, and hand sanitizer. She also reported that all visitors would be required to check in after midnight to limit non-residents to the community.

PATROL REPORT

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

PATROL
REPORTS
POOL COMM.

There was no report provided by the Pool Committee.

A Motion was duly made, seconded, and unanimously carried to approve proposal 87613 from Aquatrends for the replacement of the spa light fixture at a cost of \$722.50.

SPA LIGHT
REPLACEMENT

The Board reviewed Aquatrends Response & Recommendations Regarding COVID-19 notice.

AQUATRENDS
NOTICE

There was no report provided by the Landscape Committee and all discussions were tabled to the April 2020 Board Meeting.

LANDSCAPE
COMM.

There was no report provided by the Website Committee.

WEBSITE COMM.

There was no report provided by the Architectural Committee.

ARCHITECTURAL
COMM.

The Maintenance Committee reviewed the maintenance report provided by O.C.B.S.

MAINTENANCE
COMM.

A Motion was duly made, seconded, and unanimously carried to approve the February 26, 2020 Regular Meeting Minutes, as submitted. Director Kaesviharn abstained.

APPROVAL OF
MINUTES

A Motion was duly made, seconded, and unanimously carried to approve the February 26, 2020 Executive Session Meeting Minutes, as submitted. Director Kaesviharn abstained.

APPROVAL OF
MINUTES

The Directors reviewed the February 2020 Financial Statement. A Motion was

FINANCIAL

duly made, seconded, and unanimously carried to accept the February 2020 Financial Statement, subject to audit.

REVIEW

The Directors reviewed correspondence from the owner with account #CV1014093 regarding the status of their payment plan.

PAYMENT PLAN
CV1014093

A Motion was duly made, seconded, and unanimously carried to approve the Investment Policy Resolution.

INVESTMENT
RESOLUTION

The Directors reviewed the revised 'License to Enter' document provided by Brookfield Residential for entry to the property to perform the soil vapor and ground water assessment. A Motion was duly made, seconded, and unanimously carried to approve the revised version of the document. Cardinal was directed to notify the Association's attorney to make the final revisions and email to the Board for final signatures.

BROOKFEILD
RESIDENTIAL
REQUEST

The perimeter wrought iron fence discussion was tabled until the current restrictions due to the COVID-19 virus were lifted.

PERIMETER
FENCE

The roof maintenance and gutter cleaning contract was tabled until the current restrictions due to the COVID-19 virus were lifted. It was noted that the contract needed two corrections; the contract date and the association name in the first paragraph of the cover letter.

ROOF & GUTTER
MAINTENANCE

A Motion was duly made, seconded, and unanimously carried to approve the proposal from W.C. Friend for the installation of a new access control board at a cost of \$13,678.33.

ACCESS CONTROL
BOARD

The Directors reviewed correspondence from Ross Construction Management requesting contact information for the Board and advise who will be the main point of contact on the Board for the upcoming project. It was determined that Jennifer Thomas would be the main point of contact. Additionally, the Board tabled the start of the project until the current restrictions due to COVID-19 were lifted. Cardinal was directed to notify Ross Construction Management of the Board's decision to table the start of the project but ensure them that they intend to move forward as soon as they are able to safely.

PROJECT
MANAGEMENT

The Board reviewed correspondence from Director Kaesviharn requesting clarification of the parking decal process and waiving the return of the previous parking decal prior to obtaining a new decal. The Board confirmed that the previous parking decal needed to be returned and there was no waiver put in place.

PARKING DECAL
PROCESS

A Motion was duly made, seconded, and unanimously carried to approve the renewal of the Fidelity Bond Insurance at a cost of \$2,404.00 for the annual premium. Cardinal was directed to email the renewal to Director Thomas for a signature and then forward to the vendor.

FIDELITY BOND
RENEWAL

A Motion was duly made, seconded, and unanimously carried to table proposals #54185, #54862, #52918, #54347, and #54155 from Accurate Termite Pest Control for termite treatment and repairs until the current restrictions due the COVID-19 virus are lifted.

ACCURATE
TERMITE
PROPOSALS

The streets slurry seal proposal was tabled until the current restrictions due the COVID-19 virus are lifted.

SLURRY SEAL

A Motion was duly made, seconded, and unanimously carried to approve a proposal from Peak Lighting for street light replacement at a cost of \$15,229.59.

STREET LIGHT
REPLACEMENT

The Directors reviewed correspondence from the owner with account number CV1014476 requesting a waiver of the letter fee. A Motion was duly made, seconded, and unanimously carried to deny the homeowner's request as this was a hard cost to the Association. Cardinal was directed to notify the homeowner of the Board's decision.

H/O CORR.
CV1014475

The Directors reviewed correspondence from the owner with account number CV1011575 requesting a fine waiver. A Motion was duly made, seconded, and unanimously carried to approve the homeowner's request to waive two fines totaling \$100.00. Cardinal was directed to notify the homeowner of the Board's decision.

H/O CORR.
CV1011575

The Directors reviewed correspondence from the owner with account number CV1014513 requesting the stair step pavers be replaced as the edges were rough. A Motion was duly made, seconded, and unanimously carried to deny the homeowners request. Cardinal was directed to notify the homeowner of the Board's decision.

H/O CORR.
CV1011575

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

REPORTS
REVIEW

The Site Inspection Directives discussion was tabled until further notice as site inspection were not being conducted at this time.

SITE WALK
DIRECTIVES

The Annual Calendar was reviewed. Cardinal advised that if the Board had items to be added to the Annual Calendar to please send an email to Cardinal and they would be reviewed and added.

ANNUAL CAL.

There being no further business, the Meeting was adjourned at 7:50 p.m.

ADJOURN

Submitted by: April Dana, Assistant Account Manager

SUBMITTED

ATTEST:

ATTEST

Jennifer Thomas, 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 25, 2020, as approved by the Board Members in attendance of the Meeting.

Marisa Patterson, Secretary

Date

DRAFT