

CROSSPOINTE VILLAGE HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
MARCH 23, 2022

The Regular Meeting of the Board of Directors of the Crosspointe Village Homeowners Association was held on Wednesday, March 23, 2022, at Cardinal Property Management, 825 N. Park Center Drive, #101 Santa Ana, CA 92705 and via teleconference, Meeting ID# 991-5288-7456. The President, Jennifer Thomas, called the Meeting to order at 6:31 p.m.

CALL TO
ORDER

Directors Present: Marisa Patterson
Jennifer Thomas
Berna Valenzuela

Directors Absent: Jeff Jones

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

Others Present: Hannah Lee
Carol Ngo
Emily Nguyen
Jacqueline Nguyen
Mayela Ramirez, Phoenix Patrol
Laurie Riney
Christina Walker

It was announced that the Board met in Executive Session after the February 23, 2022 Regular Meeting to discuss a 'non-compliance' Hearing response and approve the January 26, 2022 Executive Session Minutes.

EXEC. SESS.
ANNOUNC.

The scheduled Hearing was held for the owner with account CV1011017 regarding a flag holder. The owner was not present. A Motion was duly made, seconded, and unanimously carried to close the violation, as the violation had been corrected. Cardinal was directed to advise the owner of the Board's decision.

HEARING
CV1011017

The scheduled Hearing was held for the owner with account CV1014004 for a wrong decal. The owner was not present and there was no response from the owner. As the violation had not been corrected, a Motion was duly made, seconded, and unanimously carried to impose a \$200.00 fine in accordance with the Association's Violation and Fine Policy and schedule another Hearing. Cardinal was directed to notify the owner of the Board's decision and schedule a Hearing for the next Meeting.

HEARING
CV1014004

The scheduled Hearing was held for the owner with account CV1010495 for a window screen. The owner was not present. It was noted the window screen was still torn. 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 and Fine Policy and schedule another Hearing. Cardinal was directed to notify the owner of the Board's decision and schedule

a Hearing for the next Meeting.

HEARING
CV1010495

The scheduled Hearing was held for the owner with account CV1019548 regarding a nuisance. The owner was not present. It was noted the last complaint was in January 2022 and the owners was fined in February and March, and no additional complaints were made. A Motion was duly made, seconded, and unanimously carried to close the violation, as there had been no additional complaints. Cardinal was directed to advise the owner of the Board's decision.

HEARING
CV1019548

The scheduled Hearing was held for the owner with account CV1011809 regarding carport storage. The owner was not present, and it was noted the item was still 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 and Fine Policy and schedule another Hearing. Cardinal was directed to notify the owner of the Board's decision and schedule a Hearing for the next Meeting.

HEARING
CV1011809

The scheduled Hearing was held for the owner with account CV1019786 regarding patio storage. The owner was not present. As the violation had been corrected, a Motion was duly made, second, and unanimously carried to direct Cardinal to close the violation and advise the owner of the Board's decision.

HEARING
CV1019786

The scheduled Hearing was held for the owner with account CV1012763 for unapproved modifications. The owner was not present. A Motion was duly made, seconded, and unanimously carried to hold the violation in abeyance, as a better picture was needed to verify where the lattice was attached. Cardinal was directed to schedule another Hearing and obtain a better picture.

HEARING
CV1012763

The scheduled Hearing was held for the owner with account CV101844 regarding a gate. The owner was not present. A Motion was duly made, seconded, and unanimously carried to close the violation, as the violation had been corrected. Cardinal was directed to advise the owner of the Board's decision.

Director Thomas opened the Homeowner Forum.

HEARING
CV101844

The owner with account CV1021654 was present to discuss a light assessment and how long it took, and advise they needed a new pool key. Cardinal was directed to advise the owner of the status of the light assessment in writing and copy the Board. Additionally, the Directors advised the owner the second onsite pool key distribution date was still pending.

H/O FORUM
OPENED
OWNER
CV1021654

The owner with account CV1014614 was present to inquire about auto pay and return envelopes. The Directors advised the owner if they wished to be on auto pay, they would have to set it up through the homeowner portal. Additionally, the Directors requested a statement message that advised owners if they do not want a paper copy, they would need to go on the portal and set it up.

The owner with account CV1014472 was present to discuss a camera violation, advised

the camera was installed with flood lights, and advised they did not know that an Architectural application was required.

OWNWER
CV1014614

The owner with account CV1023674 was present to discuss a fine from the previous owners that was not removed. A Motion was duly made, seconded, and unanimously carried to remove the \$300.00 fine from the owner's account. Cardinal was directed to remove the fine from the owner's account, and to advise the owner and the Board when the fine had been removed.

OWNER
CV1014472

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

OWNER
CV1023674

Mayela Ramirez, a representative from Phoenix Patrol, was present to discuss any patrol related issues. A report was made to Mayela Ramirez from the owner of account CV1022873 regarding a gate attendant, Ms. Ramirez advised the attendant was removed. The Directors discussed the owner's request for reimbursement for their vehicle that was towed, as the owner's guest had requested a guest pass, and the attendant would not provide them with one. The Directors asked Ms. Ramirez to verify if the attendant was the same attendant on duty for this incident and a previously reported incident of the same nature.

H/O FORUM
CLOSED

There was no report from the Pool Committee.

PHOENIX
PATROL

The Landscape Committee and the Directors reviewed the diseased tree information provide by Las Flores Landscape.

The Directors requested a message be included on the statements advising owners trees were being removed because they were diseased and/or causing damage.

A Motion was duly made, seconded, and unanimously carried to approve proposal #7666 from Las Flores Landscape, for pine tree removal, at a cost of \$3,000.00. The cost was to be charged to reserves. Cardinal was directed to advise the vendor of the Board's decision.

POOL COMM.
LANDSCAPE
COMM.

A Motion was duly made, seconded, and unanimously carried to approve proposal #7682 from Las Flores Landscape for diseased tree removals, at a cost of \$11,300.00. The cost was to be charged to reserves. Cardinal was directed to advise the vendor of the Board's decision.

DISEASED
TREES

The Directors tabled further discussion on the free mulch offer from Harvest Landscape, as the cost for delivery was needed.

LAS FLORES
PROPOSAL
#7666

There was no report from the Website Committee.

The Architectural Committee and Directors discussed the approved screen door list. It was noted the screen doors were to be off white, white, or bronze. Cardinal was directed to create guidelines for the screen doors with pictures of a white and bronze screen door. A Motion was duly made, seconded, and unanimously carried to remove the screen door list from the website and replace it with new information.

LAS FLORES
PROPOSAL
#7682

A Motion was duly made seconded and unanimously carried to accept Jeff Gollin's resignation from the Architectural Committee, effective March 31, 2022.

MULCH

A Motion was duly made seconded, and unanimously carried to appoint Berna Valenzuela as a chair and Jennifer Thomas as a member of the Architectural Committee.

WEBSITE
COM.
ARCH.
COMM.

There was no report from the Maintenance Committee.

A Motion was duly made, seconded, and unanimously carried to approve the Minutes of the February 23, 2022 Regular Meeting as presented.

RESIG.

The Directors confirmed the monthly review of the Financial Statement. A Motion was duly made, seconded, and unanimously carried to accept the February 2022 Financial Statement as presented, subject to audit.

APPOINT

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

MAINT.

It was noted that there was no report from the Project Manager.

COMM.
APPROV. OF
MIN.

A Motion was duly made, seconded, and unanimously carried to table review of the entry gate proposals. Cardinal was directed to invite Automated Access to the next Meeting to discuss the proposal, and to request that they provide an additional proposal for operators only.

FINANCIAL
STATEMENT

A Motion was duly made, seconded, and unanimously carried to table review and discussion of the Board Meeting Rules and Civility Discussion. It was noted Director Patterson would send a picture of wording so that Cardinal could develop a statement about communicating with respect.

AGING
REPORT

A Motion was duly made, seconded, and unanimously carried to deny the proposal from PCW Contracting to replace the front door at 7702 Marbrook Way, as the front door was homeowner responsibility, and only the door jamb was Association responsibility. Cardinal was directed to forward the information to the Project Manager so that the door jamb could be included in the painting project. Cardinal was also directed to advise PCW Contracting and the unit owner of the Board's determination.

ENTRY GATE

A Motion was duly made, seconded, and unanimously carried to deny the proposal from PCW Contracting to paint the deck at 7701 Scottsdale Circle. Cardinal was directed to advise the owner the deck would be addressed during deck inspections in the next 24 months.

RULES AND
CIVILY DISC.

Cardinal was directed to request that owners submit pictures of their deck when they call in for repairs or painting.

PCW
PROPOSAL

A Motion was duly made, seconded, and unanimously carried to deny the proposal from

PCW Contracting for stair rail painting at 7778 Cleardale Circle. Cardinal was directed to forward the information to Ross Construction Management. Additionally, Cardinal was directed to advise PCW Contracting and the unit owner of the Board's decision.

PCW
PROPOSALS
CONTINUED

A Motion was duly made, seconded, and unanimously carried to table discussion of the proposals from PCW Contracting for step painting at 7702 Elmdale and concrete replacement at 7701 Scottsdale Circle. Cardinal was directed to inquire if the work for these two proposals could be done at the same time and the costs combined. Additionally, Cardinal was directed to inquire what the proper height for the step was.

A Motion was duly made, seconded, and unanimously carried to approve the proposal from PCW Contracting for wood damage repairs at 12612 Moordale Circle, at a cost of \$935.00. Cardinal was also directed to advise PCW Contracting and the unit owner of the Board's decision.

A Motion was duly made, seconded, and unanimously carried to approve Systems 451 revised scan proposal, at a cost of \$8,117.10 to scan all remaining storage boxes.

A Motion was duly made, seconded, and unanimously carried to approve the Fidelity Insurance renewal from CID Insurance, at a cost of \$2,612.00.

A Motion was duly made, seconded, and unanimously carried to deny the request from Frontier Fiber to survey the Association.

The Directors reviewed the correspondence from the owner of CV1014686 requesting reimbursement for excess water usage during a main line water leak. A Motion was duly made, seconded, and unanimously carried to approve the request for reimbursement in the amount of \$30.00. Cardinal was directed to process the reimbursement and advise the owner of the Board's decision.

DOC.
SCANNING

The Directors reviewed the correspondence from the owner of CV1012708 requesting reimbursement for excess water usage during a main line water leak. A Motion was duly made, seconded, and unanimously carried to approve the request for reimbursement in the amount of \$30.00. Cardinal was directed to process the reimbursement and advise the owner of the Board's decision.

INSURANCE
RENEW.

FIBER

The Directors reviewed the correspondence from the owner of CV1014261 requesting reimbursement for excess gas usage due to a hot water slab leak reported in July 2021. A Motion was duly made, seconded, and unanimously carried to approve the request for reimbursement in the amount of \$150.00. Cardinal was directed to process the reimbursement and advise the owner of the Board's decision.

H/O CORRES
CV1014686

H/O CORRES.
CV1012708

The Directors reviewed the correspondence from the owner with account CV1014770 regarding a request for an assigned handicap parking space. Cardinal was directed to advise the owner they would need to accept the responsibility for the costs for the sign and installation, in

writing, and include a copy of the letter that was previously sent to the owner advising of the costs.

The Directors reviewed the correspondence from the owner with account CV1019786 requesting a decal variance. A Motion was duly made, seconded, and unanimously carried to deny the request, as the vehicle registration did not match the property address and the owner was not willing to change it. Cardinal was directed to advise the owner of the Board's decision.

H/O CORRES.
CV1014261

The Directors reviewed the correspondence from the owner with account CV1012821 requesting reimbursement for towing costs. Cardinal was directed to ask the owner to identify the gate attendant by name, or provide a description etc. Further discussion was tabled, as investigation of the issue was on-going.

H/O CORRES
CV1014770

The Directors reviewed the correspondence from the owner with account CV1014074 requesting reimbursement for excess water usage during a main line water leak. A Motion was duly made, seconded, and unanimously carried to approve the request for reimbursement in the amount of \$53.25. Cardinal was directed to process the reimbursement and advise the owner of the Board's decision

H/O CORRES
CV1019786

For all future reimbursement requests for excess water usage, Cardinal was directed to request three previous and the current water bill be provided.

H/O CORRES
CV1012821

The Directors reviewed the correspondence from the owner of CV1011836 regarding an incident report. Cardinal was directed to send a response to the owner of CV1011836 stating the Directors reviewed their concerns and had taken the action that was within their authority, and request that in the future the owner report these types of incidents to the Sheriff's Department.

H/O/ CORRES
CV1014074

Cardinal was directed to send the owner with account CV1014974 a notice reminding her to please follow the rules of the road.

EXCESS
WATER
REIMB.

The Directors reviewed the correspondence from the owner of CV1014525 regarding a violation response and refusal to pay the fines imposed for dumpster diving. A Motion was duly made, seconded, and unanimously carried to deny the owner's request as the fines had been imposed in accordance with the Association's Violation & Fine Policy. Cardinal was directed to advise the owner of the Board's decision.

H/O CORRES
CV1011836

The Directors reviewed the correspondence from the owner of CV1014397 requesting a fine waiver. The owner was present. The Directors advised the owner they would discuss the matter further in Executive Session and advise them, in writing, of their decision.

CORRES. TO
CV1014974

The Directors reviewed the work order and site inspection reports. No action was necessary.

There being no further business, the Meeting was adjourned to Executive Session at 8:02 p.m.

Submitted by Theresa Hirschman, CMCA, AMS, PCAM, Senior Account Manager

ATTEST:

Jennifer Thomas, President

Date

SECRETARY CERTIFICATION

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 March 23, 2022, as approved by the Board Members in attendance of the Meeting.

Marissa Patterson, Secretary

Date

H/O CORRES
CV1014525

H/O CORRES.
CV1014397

W/O AND S.I.
REVIEW

ADJOURN TO
EXEC. SESS.

SUBMITTED

ATTEST

SECRETARY
CERT.