

CROSSPOINTE VILLAGE HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
NOVEMBER 18, 2020

The Regular Meeting of the Board of Directors of the Crosspointe Village Homeowners Association was held on Wednesday, November 18, 2020, via teleconference, meeting ID# 931-6275-2239. Director Jennifer Thomas called the Meeting to order at 6:35 p.m.

CALL TO
ORDER

Directors Present: Jeff Jones
Marisa Patterson
Kathleen Shannon
Jennifer Thomas
Berna Valenzuela

Directors Absent: None

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

Others Present: See attached

Mayela Ramirez of Phoenix Patrol was present to provide a patrol report. Ms. Ramirez reported that patrol officers had spoken to parents of children who had placed skate ramps in the common areas. The parents responded by saying there were no rules which stated no skate ramps were permitted. The Board advised that the skate ramps fell under the noise nuisance rule. Additionally, it was reported that there were car break ins and broken windows in the community. The Board advised Phoenix Patrol to call the police for each incident. Cardinal was requested to call the police department and request additional patrols in the community.

PHOENIX
PATROL

The Directors reviewed a proposal from Phoenix Patrol for additional attendants to be placed at gates in the community, A Motion was duly made, seconded, and unanimously carried to table the proposal from Phoenix Patrol to the January 2021 Board Meeting.

PHOENIX
PATROL
PROPOSAL

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

PATROL
REPORTS
H/O FORUM

Director Thomas opened the Homeowner Forum.

The owner of 7720 Riverdale Unit F was present to report that she was having an issue with her downstairs neighbor and felt that she was periodically being followed by the neighbor.

7720
RIVERDALE
UNIT F

The owner of 12618 Cleardale Circle was present to inquire when the Board would make a decision on the smoking Hearings on the agenda as they had been continuously on the agenda for months. The Board advised they were following the Violation and Fine Policy.

12618
CLEARDALE CIR.

The owner of 12671 Briarglen Loop Unit I was present to request a status on work orders for a fence repair, drywall repair, and a utility door repair. Cardinal was

12671
BRIARGLEN

requested to follow up on the work orders and advise the homeowner of the status.

UNIT I

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 homeowner with account #CV1010369 for items stored on the patio. The owner was not present. A Motion was duly made, seconded, and unanimously carried to close the violation as the items had been removed. Cardinal was directed to notify the homeowner of the Board's decision.

HEARING
CV1010369

The scheduled Hearing was held for the homeowner with account #CV1010495 for failure to remove a wire hanging from the satellite dish. 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 and Fine Policy and call the owner to a Hearing at the next Board Meeting. Cardinal was directed to notify the homeowner and schedule a Hearing for the January Board Meeting.

HEARING
CV1010495

The scheduled Hearing was held for the homeowner with account #CV1010805 for a noise nuisance. The homeowner was not present. A Motion was duly made, seconded, and unanimously carried to close the violation as no new reports of noise nuisance had been reported. Cardinal was directed to notify the homeowner of the Board's decision.

HEARING
CV1010805

The scheduled Hearing was held for the homeowner with account #CV1012753 for smoking in the community. The owner was not present but sent correspondence to advise that they denied smoking in the unit and/or the community. A Motion was duly made, seconded, and unanimously carried to impose a \$50.00 fine in accordance with the Association's Violation and Fine Policy and call the owner to a Hearing at the next Board Meeting. Cardinal was directed to notify the homeowner and schedule a Hearing for the January Board Meeting.

HEARING
CV1012753

The scheduled Hearing was held for the homeowner with account #CV1014000 for storing items in the carport. The owner was not present. A Motion was duly made, seconded, and unanimously carried to close the violation as the items had been removed. Cardinal was directed to notify the homeowner of the Board's decision.

HEARING
CV1014000

The scheduled Hearing was held for the homeowner with account #CV1014007 for stored items on the patio. 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 and Fine Policy and call the owner to a Hearing at the next Board Meeting. Cardinal was directed to notify the homeowner and schedule a Hearing for the January Board Meeting.

HEARING
CV1014007

The scheduled Hearing was held for the homeowner with account #CV1014415 for smoking in the community. The homeowner 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 and Fine Policy and call the owner to a Hearing at the next

HEARING
CV1014415

Board Meeting. Cardinal was directed to notify the homeowner and schedule a Hearing for the January Board Meeting.

The scheduled Hearing was held for the homeowner with account #CV1014605 for a parking violation. The homeowner was not present. A Motion was duly made, seconded, and unanimously carried to close the violation as no parking violations had been reported. Cardinal was directed to notify the homeowner of the Board's decision.

HEARING
CV1014605

The scheduled Hearing was held for the homeowner with account #CV1014757 for smoking in the community. The owner was present to advise that he spoke to his tenant who denied smoking in the community. 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 call the owner to a Hearing at the next Board Meeting. Cardinal was directed to notify the homeowner and schedule a Hearing for the January Board Meeting.

HEARING
CV1014757

The scheduled Hearing was held for the homeowner with account #CV1019066 for smoking in the community. The owner was present to advise that he spoke to his tenant who denied smoking in the community. 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 call the owner to a Hearing at the next Board Meeting. Cardinal was directed to notify the homeowner and schedule a Hearing for the January Board Meeting.

HEARING
CV1019066

There was no report provided by the Pool Committee.

POOL COMM.

The Landscape Committee provided a general report noting there was a proposal from Las Flores Landscape for review. A Motion was duly made, seconded, and unanimously carried to approve proposal #7464 for tree trimming. Cardinal was directed to advise the vendor of the Board's decision. Additionally, Cardinal was directed to add the Landscape contract to the agenda for review as the Board inquired if the placement of mulch in the community was included in the contract and to obtain three proposals for monthly landscape maintenance.

LANDSCAPE
COMM.

A Motion was duly made, seconded, and unanimously carried to appoint Tamara Cardona to the Landscape Committee.

LANDSCAPE
COMM.
APPOINTMENT
WEBSITE COMM.

There was no report provided by the Website Committee.

There was no report provided by the Architectural Committee.

ARCHITECTURAL
COMM.

A Motion was duly made, seconded, and unanimously carried to ratify the proposal from Accurate Termite for termite repairs at 7705 Lansdale Circle at a cost of \$1,450.00. Cardinal was directed to send a copy of the proposal to the vendor for their records.

MAINTENANCE
COMM.

A Motion was duly made, seconded, and unanimously carried to approve the October 28, 2020 Regular Meeting Minutes, as written.

APPROVAL OF
MINUTES

The Directors reviewed the October 2020 Financial Statement. A Motion was duly made, seconded, and unanimously carried to accept the October 2020 Financial Statement as submitted, subject to audit.

FINANCIAL
REVIEW

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

AGING REPORT

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

LIEN REVIEW
CV1012097

The Board reviewed a Resolution to record a lien for the owner with account #CV1014522. A Motion was duly made, seconded, and unanimously carried to approve the Lien Resolution for CV1012097/APN#937-673-89.

LIEN REVIEW
CV1014522

The Board reviewed a proposal from Ross Construction Management for project management services for the upcoming deck project in the community. A Motion was duly made, seconded, and carried to approve the addendum for project services for the upcoming deck project. Director Patterson was opposed. Cardinal was directed to notify Ross Construction of the Board's approval of the addendum and inquire what was the cost for an engineering report for the decks.

PROJECT
MANAGEMENT
PROPOSAL

A Motion was duly made, seconded, and unanimously carried to approve Pilot Painting for the community paint project with the stipulation that a sample building would be inspected for wood damage and painted prior to the full project start. The Board also advised Pilot Painting should begin with the oldest buildings near the center pool area.

PAINT PROJECT

The Board reviewed a proposal from The Sweeper Guys for community street/alley sweeping. The Board noted the proposal did not include the carports. Cardinal was directed to request a revised proposal to include the blowing out of the carports every two weeks and place the revised proposal on the January agenda.

STREET SWEEP
PROPOSAL

The Board reviewed proposals from Accurate Termite. A Motion was duly made, seconded, and unanimously carried to approve termite repair proposals #60399 for 7735 Briarglen Unit M at a cost of \$350.00, #61078 for 7770 Ramsdale Unit D at a cost of \$520.00, #61247 Glendale at a cost of \$620.00, and #61106 for 12660 Briarglen Unit H at a cost of \$414.00. Cardinal was directed to notify the vendor of the Board's decision.

ACCURATE
TERMITE REPAIR
PROPOSALS

A Motion was duly made, seconded, and unanimously carried to authorize Cardinal to approve proposals at a cost of \$750.00 or less. No action was required.

PROPOSAL
AUTHORIZATION

The Board reviewed proposals from O.C.B.S. A Motion was duly made, seconded, and unanimously carried to approve #23436 for guardrail repairs at 12640 Briarglen Unit N at a cost of \$1,710.00, #23425 for handrail repairs at 12654 Scottsdale

O.C.B.S.
REPAIR
PROPOSALS

Unit J at a cost of \$3,983.00, #23462 for front door repairs at 12640 Briarglen Unit L at a cost of \$974.00, #23452 for ceiling repairs at carport #661 at a cost of \$1,182.00, #23458 for fence repairs at 7770 Youngdale Unit G at a cost of \$1,965.00, #23463 for drywall repairs at 12671 Briarglen Unit I at a cost of \$2,157.00, and #23476 for stair repairs at 12671 Lansdale at a cost of \$3,743.00. Additionally, A Motion was duly made, seconded, and unanimously carried to deny O.C.B.S. proposal #23337 for gate repairs at 12671 Briarglen Unit I as the gate was the responsibility of the homeowner. Cardinal was directed to notify the vendor of the Board's decision.

The Board reviewed the wood siding ledger for the last twelve months. No action was required.

WOOD SIDING
LEDGER

The Board reviewed the Annual Meeting preparation form provided by Cardinal Property Management. A Motion was duly made, seconded, and unanimously carried to table the preparation form to the January 2021 Board Meeting.

ANNUAL MEETING
PREP FORM

The Board reviewed the insurance renewal statement. A Motion was duly made, seconded, and unanimously carried to approve the insurance renewal without terrorist coverage

INSURANCE
RENEWAL

The Board reviewed a proposal from Partners Plumbing for a water heater replacement. A Motion was duly made, seconded, and unanimously carried to approve the proposal from Partners Plumbing at a cost of \$1,820.79. Cardinal was directed to notify the vendor of the Board's decision.

WATER HEATER

The Board reviewed the proposed Emergency Pool Rules. A Motion was duly made, seconded, and unanimously carried to approve the Emergency Pool Rules as drafted. Cardinal was directed to distribute the proposed rules to the membership via general notice for the twenty-eight day comment period as required by law and add the adoption of the Emergency Pool Rules to the January agenda.

POOL RULES

A Motion was duly made, seconded, and unanimously carried to add the review and approval of the draft Election Rules to the agenda.

AGENDA ADD.

The Board reviewed the proposed Election Rules. A Motion was duly made, seconded, and unanimously carried to approve the Election Rules as drafted. Cardinal was directed to distribute the proposed rules to the membership via general notice for the twenty-eight day comment period as required by law and add the adoption of the Election Rules to the January agenda.

ELECTION RULES

The Directors reviewed correspondence from the owner with account #CV1014093 regarding her assessment account. No action was required.

H/O CORR.
CV1014093

The Directors reviewed correspondence from the owner with account #CV1014801 regarding exit gate concerns. Cardinal was directed to advise the owner they were taking the concerns under consideration.

H/O CORR.
CV1014801

The Directors reviewed correspondence from the owner with account #CV1010382 complaining about residents who were smoking in the community. The Board advised they were following the Violation and Fine Policy to enforce the smoking policy.

H/O CORR.
CV1010382

The Directors reviewed correspondence from the owner with account #CV1014438 complaining about residents who were smoking in the community. The Board advised they were following the Violation and Fine Policy to enforce the smoking policy.

H/O CORR.
CV1014438

The Directors reviewed correspondence from the owner with account #CV1014513 regarding television reception in the community. No action was required.

H/O CORR.
CV1014513

The Directors reviewed correspondence from the owner with account #CV1014919 requesting a fine waiver. A Motion was duly made, seconded, and unanimously carried to deny the waiver request. Cardinal was directed to notify the homeowner of the Board's decision.

H/O CORR.
CV1014919

The Directors reviewed correspondence from the owner with account #CV1014332 suggesting the community be painted a different color. Cardinal was directed to thank the owner for the correspondence and advise that it was too costly to change the color.

H/O CORR.
CV1014332

The Directors reviewed several correspondences from the owner with account #CV1014974 who reported several neighbor complaints. The Board advised that when violations were reported a letter would be sent and all other reported items were neighbor to neighbor differences.

H/O CORR.
CV1014974

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

REPORTS
REVIEW

The Annual Calendar was reviewed.

ANNUAL CAL.

There being no further business, the Meeting was adjourned at 8:15 p.m. to the Executive Session.

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 November 18, 2020, as approved by the Board Members in attendance of the Meeting.

Marisa Patterson, Secretary

Date

DRAFT