

CROSSPOINTE VILLAGE HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
OCTOBER 23, 2019

The Regular Meeting of the Board of Directors of the Crosspointe Village Homeowners Association was held on Wednesday, October 23, 2019, at the Smoketree Clubhouse. Director Jennifer Thomas called the Meeting to order at 6:33 p.m.

CALL TO
ORDER

Directors Present: Chris Kaesviharn
Marisa Patterson
Jennifer Thomas

Directors Absent: Kathleen Shannon
Berna Valenzuela

Representing Cardinal: Theresa Hirschman, Account Manager
Jennifer Centeno, Assistant Account Manager

Others Present: Mayela Ramirez – Phoenix Patrol

Director Thomas opened the Homeowner Forum.

H/O FORUM

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

H/O FORUM
CLOSED

The scheduled Hearing was held for the owner with account #CV1011585 for not parking their vehicles in the garage. The owner was not present. 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 requested to advise the owner of the Hearing results, request the owner provide photographs of both vehicles in the garage, and schedule another Hearing for the next Meeting, at which another fine could be imposed.

HEARING
#CV1011585
PARKING
VIOLATION

The scheduled Hearing was held for the owner with account #CV1011844 for having expired tags on their vehicle. The owner was not present. 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 requested to advise the owner of the Hearing results and schedule another Hearing for the next Meeting, at which another fine could be imposed.

HEARING
#CV1011844
EXPIRED TAGS

The scheduled Hearing was held for the owner with account #CV1014432 for the unapproved installation of rain gutters. The owner was not present but notified Cardinal that the rain gutters belonged to their neighbor upstairs. A Motion was duly made, seconded, and unanimously carried to close the violation in error and send a violation notice to the neighboring unit. Cardinal was requested to advise the owner of the Hearing results.

HEARING
#CV1014432
RAIN GUTTERS

The scheduled Hearing was held for the owner with account #CV1010457 for a broom in the patio. The owner was not present. A Motion was duly made, seconded, and unanimously carried close the violation as the matter had been resolved.

HEARING
#CV1010457
BROOM IN PATIO

The scheduled Hearing was held for the owner with account #CV1014780 for a broom in the patio. The owner was not present. A Motion was duly made, seconded, and unanimously carried close the violation as the matter had been resolved.

HEARING
#CV1014780
BROOM IN PATIO

The scheduled Hearing was held for the owner with account #CV1014585 for going through other resident's trash to collect empty bottles and cans. The owner was not present. 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 requested to advise the owner of the Hearing results and schedule another Hearing for the next Meeting, at which another fine could be imposed.

HEARING
#CV1014585
DUMPSTER
DIVING

The scheduled Hearing was held for the owner with account #CV1010428 for a metal thermometer on the fence. The owner was not present. A Motion was duly made, seconded, and unanimously carried close the violation as the matter had been resolved.

HEARING
#CV1010428
THERMOMETER

Ms. Ramirez of Phoenix Patrol was present to discuss patrol issues. Ms. Ramirez reported that there had been recent reports of items being stolen off of the front porches. Ms. Ramirez stated that she directed the guards to patrol more throughout the community. Ms. Ramirez also mentioned that the Wi-Fi was still down at the guard shacks and requested to know if it would be repaired soon.

PATROL REPORT

The Directors reviewed the proposed rate increase from Phoenix Patrol. A Motion was duly made, seconded, and unanimously carried to approve the rate increase to \$19.00 per hour effective January 1, 2020.

PATROL RATE
INCREASE

There was no Pool Committee report. No action was required.

POOL
COMMITTEE
LANDSCAPE
COMMITTEE

Director Thomas gave a general report on the landscape throughout the community and advised that landscape walks would be done the first and third Friday of the month at 8:00 a.m.

The Directors reviewed a proposal from Las Flores Landscape. A Motion was duly made, seconded, and unanimously carried to approve Las Flores Landscape's landscape walk proposal, at a cost of \$248.00.

LANDSCAPE
WALK PROPOSAL

There was no Website Committee report. No action was required.

WEBSITE
COMMITTEE
ARCHITECTURAL
COMMITTEE
MAINTENANCE
COMMITTEE –
AQUATRENDS
PUMP MOTOR

There was no Architectural Committee report. No action was required.

A Motion was duly made, seconded, and unanimously carried to ratify the actions of the Maintenance Committee, approving proposal #84658 from Aquatrends to replace a HP pump motor at a cost of \$1,162.25.00, to be charged to reserves. Cardinal was requested to forward the signed copy of the proposal to the vendor for their records.

A Motion was duly made, seconded, and unanimously carried to ratify the actions of the Maintenance Committee, approving proposal #106809 from PCW Construction for cement repairs at 12618 Cleardale Circle at a cost of \$1,035.00, to be charged to reserves. Cardinal was requested to forward the signed copy of the proposal to the vendor for their records.

PCW CONSTR.
12618
CLEARDALE

A Motion was duly made, seconded, and unanimously carried to deny proposal #10254 from Pro Finish Plumbing for a poly water line installation at 7737 N. Ferndale Circle at a cost of \$8,790.00, as the contract was awarded to another vendor. Cardinal was requested to advise Pro Finsih Plumbing of the Board's decision.

7737-N
FERNDALE /
WATER LINE

A Motion was duly made, seconded, and unanimously carried to deny #10229 from Pro Finish Plumbing for a poly water line installation at 7702 Clearbrook Way, at a cost of \$8,970.00, as the contract was awarded to another vendor. Cardinal was requested to advise Pro Finish Plumbing of the Board's decision.

7702
CLEARBROOK /
WATER LINE

A Motion was duly made, seconded, and unanimously carried to ratify the actions of the Maintenance Committee, approving proposal #19092047 from Scott English Plumbing for main water line repairs at 7737-N Ferndale Circle at a cost of \$4,720.00, to be charged to reserves. Cardinal was requested to forward the signed copy of the proposal to the vendor for their records.

7737-N
FERNDALE /
MAIN WATER
LINE

A Motion was duly made, seconded, and unanimously carried to ratify the actions of the Maintenance Committee, approving proposal #1909216 from Scott English Plumbing for main water line repairs at 7702 Clearbrook Way, at a cost of \$2,693.00, to be charged to reserves. Cardinal was requested to forward the signed copy of the proposal to the vendor for their records.

7702
CLEARBROOK/
MAIN WATER
LINE

A Motion was duly made, seconded, and unanimously carried to ratify the actions of the Maintenance Committee, approving a proposal from Service First Restoration for water damage repairs at 7735-C Briarglen Loop, at a cost of \$4,615.00, to be charged to reserves. Cardinal was requested to forward the signed copy of the proposal to the vendor for their records.

7735-C
BRIARGLEN /
WATER DAMAGE
REPAIRS

A Motion was duly made, seconded, and unanimously carried to approve the September 25, 2019 Regular Meeting Minutes, as submitted.

APPROVAL OF
MINUTES

The Directors reviewed the September 2019 Financial Statement. A Motion was duly made, seconded, and unanimously carried to accept the September 2019 Financial Statement, subject to audit.

FINANCIAL
REVIEW

A Motion was duly made, seconded, and unanimously carried to approve the lien authorization on APN#937-67-288.

LIEN
AUTHOR.

The Directors reviewed proposal #106971 from PCW Contracting Services and proposal #22472 from OCBS Inc. for the fabrication and installation of a wall extension. A Motion was duly made, seconded, and unanimously carried to table the proposals and add them to the January 2020 Agenda. Cardinal was directed to notify the vendors of the Board's decision.

EXTERIOR WALL
& LANDSCAPE

The directors reviewed correspondence from EverCharge to do a site evaluation for \$250.00. A Motion was duly made, seconded, and unanimously carried to approve the site evaluation for \$250.00. Cardinal was directed to notify the vendor of the Board's decision.

EVERCHARGE/
CHARGING
STATIONS

The Directors reviewed proposal #106973 from PCW Contracting Services for the replacement of the cable TV access panels. A Motion was duly made, seconded, and unanimously carried to deny the proposal, as 15 custom made door panels were going to be made through Director Thomas.

PCW CONTRACT.
ACCESS PANELS

The Directors reviewed proposals from from PCW Contracting Services, Carasso Construction Services, and OCBS Inc. for the replacement of the traffic delineators. A Motion was duly made, seconded, and unanimously carried to approve Option A on proposal #15562 from Carasso Construction Services for the replacement of the traffic delineators, at a cost of \$872.00. Cardinal was directed to advise the vendors of the Board's decision.

TRAFFIC
DELINEATORS

The Directors reviewed proposal #107169 from PCW Contracting Services. A Motion was duly made, seconded, and unanimously carried to approve proposal #107169 for destructive testing at 12660-K Briarglen Loop, at a cost of \$625.00.

PCW /
12660-K
BRIARGLEN
DESTRUCT. TEST.

The Directors reviewed proposal #107243 from PCW Contracting Services. A Motion was duly made, seconded, and unanimously carried to approve proposal #107243 from PCW Contracting Services for a gate and fence post replacement at 12671-E Briarglen Loop, at a cost of \$1,060.00 with the stipulation that the cement at the base of the post must be cone shaped to expel the water that falls onto it.

PCW / 12671-E
BRIARGLEN
GATE REPAIRS

The Directors reviewed a proposals from Alan Smith Pools and Aqua Creations for re-plastering of the pools and spas. A Motion was duly made, seconded, and unanimously carried to approve Alan Smith Pools proposal to re-plaster the south pool and spa, at a cost of \$20,966.00, to be charged to reserves, and request if they would give a better price if all three pools were re-plastered. Cardinal was directed to notify the vendors of the Board's decision.

POOL RE-
PLASTERING
PROPOSALS

The Directors reviewed proposals from Aquatrends and Aqua Pure for the Title 22 Monitoring Service. A Motion was duly made, seconded, and unanimously carried to approve proposal #83999 from Aquatrends for the Title Monitoring Service, at a cost of \$24,284.94, to be charged to reserves. Cardinal was directed to notify the vendors of the Board's decision.

AQUATRENDS
TITLE 22
PROPOSALS

The Directors reviewed proposal #45834 from Accurate Termite and Pest Control. A Motion was duly made, seconded, and unanimously carried to approve proposal #45834 for termite damage repairs at 12621-J Moordale Circle, at a cost of \$552.00.

ACCURATE
TERMITE /
12621-J
MOORDALE

The Directors reviewed proposals from TPR Inc., Advanced Painting & Wood Repair, OCBS Inc., and Pilot Painting to paint the pool restrooms. A Motion was duly made, seconded, and unanimously carried to approve the proposal from TPR Inc. for the painting of the interior of the pool restrooms, at a cost of \$2,960.00, to be charged to reserves. Cardinal was directed to advise the vendors of the Board's decision.

PAINTING OF
POOL
RESTROOMS

The Directors reviewed correspondence from the owner of 12671 G Briarglen Loop regarding the requested handrail installation and PCW Contracting Service's original proposal. A Motion was duly made, seconded, and unanimously carried to table the discussion to the November 2019 Meeting and ask PCW Contracting Services if there was another location the handrail could be placed, as it was not assisting the owner who had requested it.

12671-G
BRIARGLEN /
HANDRAIL
INSTALL.

The Directors reviewed proposals from Carasso Construction Services and OCBS Inc. for concrete landing repairs at 7702 Lansdale Circle. A Motion was duly made, seconded, and unanimously carried to deny the proposals.

7702 LANSDALE /
CONCRETE
LANDING REPAIRS

The Directors reviewed proposals from Accurate Termite and Pest Control. A Motion was duly made, seconded, and unanimously carried to approve proposal #50446 for dryrot repairs at 7720 G Riverdale Way, at a cost of \$759.00, proposal #50033 for termite treatment at 7776 Cleardale Circle, at a cost of \$295.00, proposal #50423 to inspect the wood framing at 12640 E Briarglen Loop, at a cost of \$325.00, proposal #49696 for treatment and wood repairs at 12651 I Briarglen Loop, at a cost of \$1,615.00.

ACCURATE
TERMITE
PROPOSALS

The Directors reviewed proposals from OCBS Inc. and PCW Contracting Services for a monthly maintenance contract. A Motion was duly made, seconded, and unanimously carried to table the proposals to the November 2019 Regular Meeting and request that both vendors attend the Meeting to answer any questions or concerns that the Board may have.

MONTHLY MAINT.
CONTRACT
PROPOSALS

The Directors reviewed proposal #22479 from OCBS Inc. for the painting of 43 mailbox posts and bases. A Motion was duly made, seconded, and unanimously carried to table the proposal and add the item to the November 2019 Agenda.

MAILBOX POST &
BASE PAINT.
PROPOSAL

The Directors reviewed proposals from PCW Contracting Services. A Motion was duly made, seconded, and unanimously carried to approve proposal #107389 for patio fence repairs at 7701 Clearbrook Way, at a cost of \$1,315.00, proposal #107355 for carport ceiling repairs at 7701 Scottsdale Circle, at a cost of \$575.00, proposal #107456 for interior repairs at 7720 G Riverdale Way, at a cost of \$665.00, proposal #107393 for patio fence repairs at 12610 A Briarglen Loop, at a cost of \$575.00, proposal #107517 for patio fence repairs at 12610 M Briarglen Loop, at a cost of \$1,080.00 and to exclude line item #6, and proposal #107489 for handrail repairs at 12683 Ferndale, at a cost of \$3,065.00.

PCW CONTRACT.
SERVICES /
PROPOSALS

The Directors reviewed proposal #107302 from PCW Contracting Services for a utility door replacement at 7704 Lansdale Circle. A Motion was duly made, seconded, and unanimously carried to table the proposal to the November 2019 Meeting and request a proposal for repairs of the utility door.

7704 LANSDALE /
UTILITY DOOR

The Directors reviewed proposal #107376 from PCW Contracting Services for painting under the eaves at 7704 Lansdale Circle. A Motion was duly made, seconded, and unanimously carried to deny the proposal as the eaves would be painted during the painting project in 2020. Cardinal was directed to advise the vendor and the owner of the Board's decision.

7704 LANSDALE /
PAINT EAVES

The Directors reviewed proposal #107374 from PCW Contracting Services for painting of balcony railings and utility doors at 12618 Cleardale Circle. A Motion was duly made, seconded, and unanimously carried to deny the proposal as the items would be painted during the painting project in 2020 and requested the contractor to provide a revised proposal to re-seal the deck with clear pictures of the areas needing repairs.

12618 CLEARDALE
BALCONY RAIL. &
UTILITY DOORS

The Directors reviewed proposals from Jim Murray Roofing and OCBS Inc. for roof maintenance contracts. A Motion was duly made, seconded, and unanimously carried to approve proposal #22482 from OCBS Inc. for the roof maintenance contract, at a cost of \$36,920.00 with the stipulation that proposal #22459 for 12621 F Moordale Circle be included. Cardinal was directed to advise the vendors of the Board's decision.

ROOF MAINT.
CONTRACT /
OCBS INC.

The Directors reviewed correspondence from Aquatrends regarding the 2020 rate increase. A Motion was duly made, seconded, and unanimously carried to approve the three percent rate increase effective January 1, 2020.

AQUATRENDS /
RATE INCREASE

The Directors reviewed a proposal from Concrete Hazard Solutions for trip hazards throughout the community. A Motion was duly made, seconded, and unanimously carried to table the proposal to November 2019 Meeting and to obtain additional bids.

CONCRETE
HAZARD
SOLUTIONS / TRIP
HAZARDS

The Directors reviewed proposal #22476 from OCBS Inc. to remove the wood back on the no parking sign. A Motion was duly made, seconded, and unanimously carried to table the proposal to the November 2019 Meeting.

OSBC / NO
PARKING SIGN
WOOD BACKER

The Directors reviewed proposal #22480 from OCBC Inc. to replace wooden walk way lights in seven locations. A Motion was duly made, seconded, and unanimously carried to table the proposal to the November 2019 Meeting and obtain additional proposals.

OSBC / WOOD
WALK WAY
LIGHTS

The Directors reviewed a proposal from Personal Touch. A Motion was duly made, seconded, and unanimously carried to deny the proposal for fall cleaning.

PTC / FALL
CLEANING

The Directors reviewed proposals from Seabreeze Patio Furniture. A Motion was duly made, seconded, and unanimously carried to table the proposals for furniture repairs and lounge repairs to the February 2020 Meeting.

SEABREEZE
PATIO FURN. /
REPAIRS

The Directors reviewed a proposal from W.C. Friend. A Motion was duly made, seconded, and unanimously carried to approve the proposal for internet installation at the three pools, at a cost of \$360.00 per month.

W.C. FRIEND /
INTERNET
INSTALLATION

The Directors reviewed correspondence from the owner of account #CV1014974 requesting a fine waiver. A Motion was duly made, seconded, and unanimously carried to table the discussion to the November 2019 Meeting. Cardinal was directed to obtain more information or a report regarding the matter and notify the owner of the Board's decision.

H/O CORRES.
#CV1014974
FEE WAIVER REQ.

The Directors reviewed correspondence from the owner of account #CV1014982 requesting a reimbursement for water leak expenses. A Motion was duly made, seconded, and unanimously carried to approve the owner's request for a reimbursement in the amount of \$335.69.

H/O CORRES.
#CV1014982
REIMBURS. REQ.

The Directors reviewed correspondence from the owner of account #CV1011430 requesting a tow reimbursement. A Motion was duly made, seconded, and unanimously carried to deny the owner's request as the owner was parked in a fire lane.

H/O CORRES.
#CV1011430
TOW REIMB. REQ.

The Directors reviewed correspondence from the owner of account #CV1010382 expressing their frustration regarding neighbors who smoked. A Motion was duly made, seconded, and unanimously carried to add the matter to the November 2019 Agenda and advise the owner that they were welcome to attend the Meeting.

H/O CORRES.
#CV1010382
SMOKING
NEIGHBORS

The Directors reviewed correspondence from the owner of account #CV1012904 requesting a reimbursement for a plumbing leak. A Motion was duly made, seconded, and unanimously carried to approve the owner's request for a reimbursement in the amount of \$175.00. Cardinal was directed to check the work order sent to Scott English Plumbing and notify the owner of the Board's decision.

H/O CORES.
#CV1012904
PLUMBING REIMB.
REQ.

The Directors reviewed correspondence from an owner requesting an insert on the monthly bill regarding dogs needing to be on a leash when in the common area. A Motion was duly made, seconded, and unanimously carried to approve the owner's request. Cardinal was directed to add an insert stating that all dogs had to be on a leash when in the common area.

H/O CORRES.
INSERT REQ.
DOGS ON LEASH

The Directors reviewed correspondence from the owner of account #CV1014568 providing suggestions for advertising. A Motion was duly made, seconded, and unanimously carried to approve the owner to go ahead and ask local businesses if they would like to advertise on the Association's website.

H/O CORRES.
#CV1014568
ADVERTISING

There being no further business, the Meeting was adjourned at 8:00 p.m.

ADJOURN

Submitted by: Jennifer Centeno

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 October 23, 2019, as approved by the Board Members in attendance of the Meeting.

Marisa Patterson, Secretary

Date