

CROSSPOINTE VILLAGE HOMEOWNERS ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS  
OCTOBER 26, 2022

The Regular Meeting of the Board of Directors of the Crosspointe Village Homeowners Association was held on Wednesday, October 26, 2022, at Cardinal Property Management, 3111 N. Tustin St., Suite 200, Orange, CA 92865 and via teleconference, Meeting ID# 991-5288-7456. The President, Jennifer Thomas, called the Meeting to order at 6:30 p.m.

CALL TO  
ORDER

Directors Present: Michael Montgomery  
Marisa Patterson  
Jennifer Thomas

Directors Absent: Berna Valenzuela

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

Others Present: Mark and Deanna Coventon  
Teresa Dyer  
Rhonda Insalaco  
Dan Jeffers  
Pasian Koakiathravorn  
Ethan Pham  
Laura Riney

A Motion was duly made, seconded, and unanimously carried to appoint Jeff Jones to serve on the Board of Directors to serve the remainder of the term due to a resignation.

APPOINT  
DIRECTOR

It was noted that a representative from Phoenix Patrol was not present.

PHOENIX  
PATROL

The scheduled Hearing was held for the owner of account CV1020807 for untrimmed hedges. The owner was not present, and no response had been received from the owner. As the violation had not been corrected, a Motion was duly made, seconded, and unanimously carried to fine the owner \$200.00 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 another Hearing for the next Meeting.

HEARING H/O  
CV1020807

Director Thomas opened the Homeowner Forum.

H/O FORUM

The owner of account CV1010295 was present to discuss concerns of a sycamore tree being trimmed or removed.

H/O  
CV1010295

The owner of account CV1015040 was present to discuss concerns with landscaping maintenance, trees in front of the residence, arborist inspecting trees, and suggested getting bids for landscape.

H/O  
CV1015040

The owner of account CV1014614 was present to inquire about the installation of vehicle charging stations. Cardinal was directed to put the item on the next Agenda.

H/O  
CV1014614

The owner of account CV1014498 was present to discuss the trees in the community, landscaping concerns, request for new bushes in front of their unit, vehicles leaking oil on the asphalt, and solar energy. H/O CV1014498

The owner of account CV1014501 was present to discuss the sycamore tree treatment, RPW proposals, asked the Board to consider the new proposals and hold the current landscaper accountable for damage caused to the trees. H/O CV1014501

As there were no other owners who wished to address the Board, the Homeowner Forum was closed. H/O FORUM CLOSED

There was no report from the Pool Committee. POOL COMM.

The Directors reviewed the Cardinal October Landscape Walk Report and the water conservation information provided by Las Flores. It was noted that the irrigation had been reduced 20% per the requirements. LAND. COMM.

The Directors discussed the requested arborist reports from RPW. Cardinal was directed to ask RPW if further treatment of the trees would be necessary. A Motion was duly made, seconded, and unanimously carried to table the discussion for the next Regular Meeting. Cardinal was directed to check on previous reports and ask the vendors for a proposal for treatment of the trees and include both arborist reports in the next Agenda packet. ARBORIST REPORT

The Directors reviewed proposal #7748 from Las Flores Landscape for plant installation to fill in bare areas at a cost of \$1,179.00. A Motion was duly made, seconded, and unanimously carried to table the proposal to the next Regular Meeting. LAS FLORES

Cardinal was directed to advise all vendors that they should not be speaking to owners/residents. VENDORS

There was no report from the Architectural Committee. ARCH.COMM.

There was no report from the Maintenance Committee. MAINT. COMM.

A Motion was duly made, seconded, and carried to approve the Minutes of the September 28, 2022 Regular Meeting and the Minutes of the September 28, 2022 Organizational Meeting as presented. Director Montgomery abstained as he was not at the Meetings. APPROVAL OF MIN.

The Directors reviewed the Minutes of the September 28, 2022 Annual Meeting. The results of the Annual were as follows: ANNUAL MEETING RESULTS

Michael Montgomery	100 Votes
Marisa Patterson	144Votes
Berna Valenzuela	110 Votes

Corrine Byrne, Inspector of Election, announced that Michael Montgomery, Marisa Patterson, and Berna Valenzuela were each elected to serve a two-year term on the Board of Directors.

ANNUAL  
MEETING  
RESULTS  
CONTINUED

The Resolution to apply the excess funds to the following year's budget passed. The vote was one hundred twenty in favor, one opposed, one abstention and three did not vote.

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

FINANCIAL

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

AGING  
REPORT  
CV1022810

The Directors reviewed the Resolution to Record a Lien for the owner with account CV1022810. A Motion was duly made, seconded, and unanimously carried to deny the resolution as the owner had brought the account current.

A Motion was duly made, seconded, and unanimously carried to approve payment of the Accurate Termite invoice for termite treatment at a total cost of \$19,275.00. The cost was to be charged to reserves. It was noted the invoice was for the work performed during the 2020 year when no contract was in place and the Board had not determined which company would be awarded the new contract.

ACCURATE  
TERMITE

The Directors discussed the pool service contract and the response from Aquatrends for a monthly increase. It was noted that service once a week was not adequate for commercial pools/spas as the water chemistry must be kept within Health Department parameters. A Motion was duly made, seconded, and unanimously carried to approve the contract at a cost of \$1,375.00 for winter months, and \$2,063.00 for summer months, at a total cost of \$19,940.00 for annual service.

POOL  
SERVICE

The Directors reviewed the project manager update. A Motion was duly made, seconded, and unanimously carried to approve the proposal for utility doors at 2 locations at the cost of \$1,650.00. The cost was to be charged to reserves. A Motion was duly made, seconded, and unanimously carried to approve the bollard painting at a cost of \$2,600.00. The cost was to be charged to reserves. Cardinal was directed to contact the gas company to check if gas meters were gas company property and invite Justin Koch from Ross Construction to the January Meeting.

PROJECT  
MANAGER  
PROJECT

The Directors reviewed and discussed patrol service contract proposals from California Safety Agency, California Coastal Patrol, and Courtesy Patrol Specialist. It was noted a proposal from OC Patrol was pending. A Motion was duly made, seconded, and unanimously carried to approve the proposal from Courtesy Patrol Specialist at a monthly cost of \$26,058.00. Cardinal was directed to terminate service with Phoenix Patrol with a 2-week notice and advise homeowners of the change in patrol service. Cardinal was also directed to set up a meeting with the new company and two Board members prior to their start date.

PATROL  
SERVICE

<p>A Motion was duly made, seconded, and unanimously carried to table the discussion in regard to vehicle variances to the next Agenda.</p>	VEHICLE VARIANCE
<p>A Motion was duly made, seconded, and unanimously carried to approve the price increase for street sweeping from Sun Sweeping at a cost of \$1,225.00 per month effective January 1, 2023.</p>	SUN SWEEPING
<p>A Motion was duly made, seconded, and unanimously carried to approve the PCW proposal for a patio gate post repair at 12680 Briarglen Unit K at a cost of \$1,445.00, to be charged to reserves.</p>	12680 BRIARGLEN UNIT K
<p>A Motion was duly made, seconded, and unanimously carried to approve the PCW proposal for repairs of the balcony wood at 12655 Glendale Cir. Unit J at a cost of \$2,485.00, to be charged to reserves.</p>	12655 GLENDALE UNIT J
<p>A Motion was duly made, seconded, and unanimously carried to approve the PCW proposal for repairs of a carport ceiling at 12621 Moordale Cir. Unit A at a cost of \$1,185.00, to be charged to reserves.</p>	12621 MOORDALE UNIT A
<p>A Motion was duly made, seconded, and unanimously carried to approve the PCW proposal for deck repairs at 12651 Briarglen Unit N at a cost of \$2,445.00, to be charged to reserves. It was noted by Justin Koch from Ross Construction Management had advised that the deck was structurally sound but there were concerns regarding the handrail.</p>	12651 BRIARGLEN UNIT N
<p>The Directors discussed the options of Inspector of Elections being hired or using a homeowner volunteer for the 2023 Annual Meeting. A Motion was duly made, seconded, and unanimously carried to send a \$50.00 gift card and thank you card to Corrine Byrne who served as the 2022 Inspector of Elections.</p>	INSPECTOR OF ELEC.
<p>The Directors reviewed the correspondence submitted by the owner of account CV1012891 regarding a gate attendant complaint. Cardinal was directed to send a thank you letter to the owner for their correspondence and advise that the Board had hired a new patrol company.</p>	H/O CORRES. CV1012891
<p>The Directors reviewed the correspondence submitted by the owner of account CV1014501 regarding a request to paint steps yellow. Cardinal was directed to send a thank you letter to the owner for their correspondence and advise that the Board would investigate the issue.</p>	H/O CORRES. CV1014501
<p>The Directors reviewed the correspondence submitted by the owner of account CV1014770 regarding concerns with coyotes in the community. Cardinal was directed to send a thank you letter to the owner for their correspondence and advise that the Board would monitor the issue.</p>	H/O CORRES. CV1014700
<p>The Directors reviewed the correspondence submitted by the owner of account CV1015040 regarding community tree concerns. As the owner was present and this issue was addressed in the Homeowners Forum, no additional action was required.</p>	H/O CORRES. CV1015040

The Directors reviewed the correspondence submitted by the owner of account CV1021335 regarding a violation for rain gutter repairs. Cardinal was directed to advise the owner of the specifications for the rain gutter and downspout installations.

H/O CORRES.  
CV1021335

The Directors reviewed a fee waiver request of \$125.00 submitted by the owner of account CV1022810. A Motion was duly made, seconded, and unanimously carried to deny the waiver request as the fee was a hard cost paid by the Association. Cardinal was directed to advise the owner of the Board's decision.

H/O CORRES.  
CV1022810

The Directors reviewed the work order report. No action was necessary.

WORK ORD.

Due to the Thanksgiving holiday, a Motion was duly made, seconded, and unanimously carried to move the November Meeting to November 30, 2022.

CALENDAR

The Directors reviewed and discussed the Pending Agenda Item list. It was noted Cardinal had requested reports and/or proposals from vendors and would include those items on the next Meeting Agenda.

PENDING  
AGENDA  
ITEM LIST

The Directors reviewed the Correspondence. No action was required.

CORRES.

There being no further business, the Regular Meeting was adjourned at 7:46 p.m. to the Executive Meeting.

ADJOURNED

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

SUBMITTED

ATTEST:

ATTEST

\_\_\_\_\_  
Jennifer Thomas, President

\_\_\_\_\_  
Date

SECRETARY CERTIFICATION

SECRETARY  
CERT.

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 October 26, 2022, as approved by the Board Members in attendance of the Meeting.

\_\_\_\_\_  
Marissa Patterson, Secretary

\_\_\_\_\_  
Date

DRAFT