

CROSSPOINTE VILLAGE HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
SEPTEMBER 23, 2020

The Regular Meeting of the Board of Directors of the Crosspointe Village Homeowners Association was held on Wednesday, September 23, 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
Jennifer Thomas
Berna Valenzuela

Directors Absent: Kathleen Shannon

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

Others Present: See attached

The Directors discussed the Election of Officers. A Motion was duly made, seconded, and unanimously carried to elect Jennifer Thomas to serve as President, Berna Valenzuela to serve as Vice President, Marisa Patterson to serve as Secretary, Kathleen Shannon to serve as Treasurer, and Jeff Jones to serve as Member at Large

ELECTION OF
OFFICERS

The Board reviewed the paint project bid comparison provided by Ross Construction Management. The Board determined that they would review the proposals from Prestige, PrimeCo, and Pilot Painting. A Motion was duly made, seconded, and unanimously carried to table the discussion to a Special Executive Meeting on October 20, 2020 to be scheduled by Cardinal who was to request Justin Koch from Ross Construction Management to attend.

PROJECT
MANAGER

Mayela Ramirez of Phoenix Patrol was present to provide a patrol report. Ms. Ramirez advised that the gate attendants had received several smoking complaints. Additionally, she advised the proposal requested for gate attendants at the second gate would be provided prior the October Board Meeting.

PHOENIX
PATROL

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 7702 Marbrook Way was present to report that her car window had been broken/shattered and it was not reported to her by Patrol One. Mayela Ramirez of Phoenix Patrol advised that she would investigate the reported incident and send an email to the Board.

7702
MARBROOK

The owner of 12704 Northbrook was present to report a diseased tree that needed to be removed and inquired when the pine trees would be trimmed. The Board advised that there were plans to have several trees in the community removed that were dead or dying.

12704
NORTHBROOK

The owner with account 7702 Marbrook was present to report that the untrimmed trees on the west side of his backyard were overgrown and encroaching over his backyard area. Additionally, he advised that the neighboring business complex eucalyptus trees were overgrown and needed to be trimmed. Cardinal was directed to send a letter to the property management company for the business complex to request that they cut the eucalyptus trees.

7702
MARBROOK

The owner of 12615 Briarglen Unit M was present to report that the tenants in Units L, J, and K were still smoking in their units and that she had become sick from the smoke permeating into her unit.

12615
BRIARGLEN
UNIT M

The owner of 12618 Lansdale was present to inquire how long a service request typically took to be completed. She also reported that her front patio deck needed repairs. Cardinal advised it typically took 4 – 6 weeks depending on the cost of the repair to complete a service request and advised that the Association was reviewing a deck repair proposal for the entire community.

12618
LANSDALE

The owner of 12618 Cleardale was present to report that the tenant in 12615 Briarglen Unit L was still smoking inside the unit.

12618
CLEARDALE

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 #CV1010548 for aggressive behavior at the guard shack. The owner was not present but sent in correspondence for review. A Motion was duly made, seconded, and unanimously carried to impose a one-time fine of \$50.00 in accordance with the Crosspointe Village Homeowners Association's Violation and Fine Policy. Cardinal was directed to notify the homeowner of the Board's decision.

HEARING
CV1010548

The scheduled Hearing was held for the homeowner with account #CV1014919 for stored items on the patio. The owner was not present. A Motion was duly made, seconded, and unanimously carried to impose a \$100.00 fine in accordance with the Crosspointe Homeowners 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 of the Board's decision and schedule a Hearing for the October Board Meeting.

HEARING
CV1014919

The scheduled Hearing was held for the homeowner with account #CV1014415 for smoking in the community. The owner was not present. A Motion was duly made, seconded, and unanimously carried to impose a \$50.00 fine in accordance with the Crosspointe Homeowners 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 of the Board's decision and schedule a Hearing for the October Board Meeting.

HEARING
CV1014415

The scheduled Hearing was held for the homeowner with account #CV1019066 for smoking in the community. The owner was present to advise the resident had stopped

HEARING
CV1019066

smoking. It was noted that other homeowners had reported that the resident was continuing to smoke in the unit which was a nuisance. A Motion was duly made, seconded, and unanimously carried to impose a \$50.00 fine in accordance with the Crosspointe Homeowners 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 of the Board's decision and schedule a Hearing for the October Board Meeting.

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 Crosspointe Village Homeowners 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 October Board Meeting.

HEARING
CV1014007

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 Crosspointe Village Homeowners 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 October Board Meeting.

HEARING
CV1010495

The Board discussed the Appointment and Reaffirmation of Committee Chairs and Members. A Motion was duly made, seconded, and unanimously carried to appoint Director Patterson as the Maintenance Committee Chair and appoint Director Jones as the second member of the Maintenance Committee, appoint Director Valenzuela as the Architectural Committee Chair and appoint Jeff Gollin as the second member of the Architectural Committee, and appoint Director Jones as the Pool Committee Chair.

COMMITTEES
DISCUSSION

There was no report provided by the Pool Committee.

POOL COMM.

The Landscape Committee provided a general report noting that there was a pending proposal for the removal of four diseased trees. A Motion was duly made, seconded, and unanimously carried to authorize Director Thomas to approve the tree removal proposal upon receipt.

LANDSCAPE
COMM.

There was no report provided by the Website Committee.

WEBSITE COMM.

There was no report provided by the Architectural Committee.

ARCHITECTURAL
COMM.

A Motion was duly made, seconded, and unanimously carried to ratify a proposal from Scott English Plumbing for repairs made at 7720 Riverdale Unit M, which was approved by the Maintenance Committee at a cost of \$4,103.26. Cardinal was directed to send the ratified proposal to the vendor for their records.

MAINTENANCE
COMM.

A Motion was duly made, seconded, and unanimously carried to approve the August 26, 2020 Regular Meeting Minutes, as written.

APPROVAL OF
MINUTES

The Directors reviewed the Minutes from the August 26, 2020 Annual Meeting. No action was required.

ANNUAL
MEETING

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

FINANCIAL
REVIEW

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

AGING REPORT

The Directors reviewed and discussed the proposed 2020-2021 Budget noting with a \$7.00 increase the Budget was not balanced. After discussion, a Motion was duly made, seconded, and unanimously carried to reduce the painting account by \$25,000.00, the roofing account by \$50,000.00, and the streets and drives account by \$15,882.00. Cardinal was directed to make the changes and send the Budget to the membership.

BUDGET
REVIEW

The Directors reviewed the Association Lien Services collection payment notice for the owner with account #CV1014004. No action was required.

COLLECTION
PAYMENT

The Board reviewed the proposals from PCW Contracting, Professional Services Construction, PrimeCo Painting and Construction, and O.C.B.S. A Motion was duly made, seconded, and unanimously carried to advise Ross Construction Management to add the paint project to the current project management contract, to send all proposals to Ross Construction Management for review, and to request a comparison report with recommendations. Cardinal was directed to notify the vendor and send all proposals for review.

DECK REPAIR
PROPOSALS

The Board reviewed proposals from Accurate Termite. A Motion was duly made, seconded, and unanimously carried to approve termite repair proposals #59189 for 7701 Westbrook at a cost of \$490.00, 58908 for 7702 Westbrook at a cost of \$1,795.00, 58948 for 7730 Briarglen Unit I at a cost of \$345.00, 58840 for 12615 Briarglen Unit M at a cost of \$552.00, 58606 for 12640 Briarglen Unit E at a cost of \$435.00, 58518 for 12654 Scottsdale Unit A at a cost of \$460.00, 58501 for 12705 Fallbrook at a cost of \$635.00, and 58891 for 12711 Rambling Brook at a cost of \$1,104.00. Cardinal was directed to notify the vendor of the Board's decision.

ACCURATE
TERMITE REPAIR
PROPOSALS

The Board reviewed proposals 58864 for 7720 Riverdale Unit G and 57582 for 12660 Briarglen Unit N from Accurate Termite. It was noted that the work specifications were sent to O.C.B.S. for additional proposals. A Motion was duly made, seconded, and unanimously carried to authorize Cardinal to review the current and additional proposals for the termite repairs and approve the lower priced proposals for work to be completed at 7720 Riverdale Unit G and 12660 Briarglen Unit N.

ACCURATE
TERMITE REPAIR
PROPOSALS

The Board reviewed a request for a 3% service rate increase from Aquatrends. A Motion was duly made, seconded, and unanimously carried to approve the 3% increase effective January 1, 2021. Cardinal was directed to notify the vendor of the Board's decision.

AQUATRENDS
RATE INCREASE

The Board reviewed a proposal from FHA Review to renew the FHA status for the Association. A Motion was duly made, seconded, and unanimously carried to approve the proposal at a cost of \$765.00. Cardinal was directed to notify the vendor of the Board's decision.

FHA RENEWAL

The Raypack field test agreement was reviewed. A Motion was duly made, seconded, and unanimously carried to deny the field test agreement. Cardinal was directed to notify the vendor of the Board's decision.

RAYPACK FIELD TEST

The Board reviewed two proposals from W.C. Friend for the replacement of the pedestrian gate locks. A Motion was duly made, seconded, and carried to approve proposal #2020-0816 for the replacement of three pedestrian gate locks at a cost of \$5,680.64. Director Patterson opposed. Cardinal was directed to notify the vendor of the Board's decision.

W.C. FRIEND GATE LOCKS

The Directors reviewed the signature card and were advised it would be sent via Hello Sign for the required signatures.

SIGNATURE CARD

The second hand smoke discussion was tabled to the Executive Session Meeting noting the homeowners would be advised at the next meeting of the Board's decision.

SECOND HAND SMOKE

The Directors reviewed correspondence from the owner with account #CV1012660 requesting authorization for Sean Ryan to discuss the assessment account delinquencies and to suspend additional collection and attorney fees. A Motion was duly made, seconded, and unanimously carried to approve authorization for Sean Ryan to discuss the assessment account with Cardinal and to deny the request to suspend additional collection and attorney fees. Cardinal was directed to notify the homeowner and accounting of the Board's decision.

H/O CORR.
CV1012660

The Directors reviewed correspondence from the owner with account #CV1011930 who was responding to a noise complaint violation letter. The homeowner was present to respond during the homeowner form as well. It was noted that the owner has spoken to her tenants regarding the noise violation. A Motion was duly made, seconded, and unanimously carried to close the violation. Cardinal was directed to notify the homeowner of the Board's decision.

H/O CORR.
CV1011930

The Directors reviewed correspondence from the owner with account #CV1013990 for a payment plan request. It was noted that a payment plan was already in effect. No action was required.

H/O CORR.
CV1013990

The Directors reviewed correspondence from the owner with account #CV1014342 requesting the pool heater remain on through October 2020. It was noted that the pool heater remains on until October 31, 2020 every year. Cardinal was directed to notify the homeowner of the pool heating schedule.

H/O CORR.
CV1014342

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

REPORTS REVIEW

The Annual Calendar was reviewed.

ANNUAL CAL.

The Board reviewed the November and December 2020 Board Meeting dates. A Motion was duly made, seconded, and unanimously carried to rescheduled the November Board Meeting to November 18, 2020 and to cancel the December 2020 Board Meeting.

BOARD MEETING
DATES

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 September 23, 2020, as approved by the Board Members in attendance of the Meeting.

Marisa Patterson, Secretary

Date

DRAFT