

CROSSPOINTE VILLAGE HOMEOWNERS' ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
SEPTEMBER 22, 2021

The Regular Meeting of the Board of Directors of the Crosspointe Village Homeowners Association was held on Wednesday, September 22, 2021 at Cardinal Property Management, 825 N. Park Center Drive, #101 Santa Ana, CA 92705 and via teleconference, Meeting ID# 991-5288-7456. The Vice President, Berna Valenzuela, called the Meeting to order at 6:30 p.m.

CALL TO
ORDER

Directors Present: Jeff Jones
Marisa Patterson
Logan Stover
Berna Valenzuela

Directors Absent: Jennifer Thomas

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

Others Present: Tin Nguyen
Ethan Ky Pham
Mayela Ramirez, Phoenix Patrol
Renter – 12711 Rambling Brook
Laura Riney
Matthew Sandoval
Sarah Solarez
Kristina Walker
Sari Yasui

It was announced the Board met in Executive Session following the Regular Meeting on August 25, 2021 to approve the July 28, 2021 Executive Session Minutes and discuss legal matters.

EXEC. SESS.
ANNOUNCEMENT

The scheduled Hearing was held for the owner with account CV1014397 for a noise nuisance. The owner was present to provide details of the nuisance. The owner was requested to provide proof of an Association employee being disrespectful. A Motion was duly made, seconded, and unanimously carried to impose a \$500.00 fine in accordance with the Association's Violation and Fine Policy. Cardinal was directed to advise the owner of the Hearing results and that the violation would be closed unless another incident was reported, then another Hearing would be scheduled at which additional fines could be imposed.

HEARING
CV1014397

The scheduled Hearing was held for the owner with account CV1014974 for utilizing the carport for storage. The owner was present. A Motion was duly made, seconded, and unanimously carried to close the violation, as the matter had been corrected.

HEARING
CV1014974

The scheduled Hearing was held for the owner with account CV1022938 for utilizing the patio for storage. The owner was not present. As the violation had not been corrected and no response had been received, 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
CV1022938

The scheduled Hearing was held for the owner with account CV1010221 for failure to remove the potted plant from the common area. The owner was not present. As the violation had not been corrected and no response had been received, 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
CV1010221

The scheduled Hearing was held for the owner with account CV1010352 for failure to remove the cardboard from the carport. The owner was not present. A Motion was duly made, seconded, and unanimously carried to close the violation, as the matter had been corrected.

HEARING
CV1010352

The scheduled Hearing was held for the owner with account CV1010780 for failure to remove the lights from the fence. The owner was not present. A Motion was duly made, seconded, and unanimously carried to close the violation, as the matter had been corrected.

HEARING
CV1010780

The scheduled Hearing was held for the owner with account CV1011267 for failure to remove the ladder from the patio. The owner was present. A Motion was duly made, seconded, and unanimously carried to close the violation, as the matter had been corrected.

HEARING
CV1011267

The scheduled Hearing was held for the owner with account CV1011844 for utilizing the garage for storage. The owner was present to report the garage was always used for parking and was not only used for storage. The owner also discussed the receipt of a courtesy notice regarding children riding bikes/scooters without a helmet. A Motion was duly made, seconded, and unanimously carried to close both violations, as the matters had been corrected. However, it was noted both violations would continue to be monitored.

HEARING
CV1011844

The scheduled Hearing was held for the owner with account CV1012185 for failure to remove the netting from the fence. The owner was not present. A Motion was duly made, seconded, and unanimously carried to close the violation, as the matter had been corrected.

HEARING
CV1012185

The scheduled Hearing was held for the owner with account CV1012188 for carport damage due to a leak from the unit. The owner was present to report there was no leak. A Motion was duly made, seconded, and unanimously carried to table the Hearing to the next Meeting to allow Cardinal time to further research the matter. Cardinal was directed to notify the owner in writing of the Board's decision and schedule a Hearing for the next Meeting for review and update.

HEARING
CV1012188

The scheduled Hearing was held for the owner with account CV1014509 for the installation of a light fixture without prior Architectural approval. The owner was not present. As the violation had not been corrected, no Architectural Application had been submitted and no response had been received, 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
CV1014509

The scheduled Hearing was held for the owner with account CV1014525 for dumpster diving. The owner was not present. As no further incidents had been reported, a Motion was duly made, seconded, and unanimously carried to impose a onetime \$100.00 fine in accordance with the Association's Violation and Fine Policy. Cardinal was directed to notify the owner of the Board's decision, close the violation, and advise the owner if another incident occurred another Hearing would be scheduled, at which additional fines could be imposed.

HEARING
CV1014525

The scheduled Hearing was held for the owner with account CV1014532 for failure to remove the unit letter decoration from the stucco. The owner was present. A Motion was duly made, seconded, and unanimously carried to close the violation, as the matter had been corrected.

HEARING
CV1014532

The scheduled Hearing was held for the owner with account CV1014585 for feeding the feral cats. The owner was not present. A Motion was duly made, seconded, and unanimously carried to impose a onetime \$100.00 fine in accordance with the Association's Violation and Fine Policy. Cardinal was directed to notify the owner of the Board's decision, close the violation, and advise if future complaints were received, another Hearing would be scheduled at which additional fines could be imposed.

HEARING
CV1014585

The scheduled Hearing was held for the owner with account CV1014605 for a parking violation/wrong decal. The owner was not present. As the violation had not been corrected and no response had been received, a Motion was duly made, seconded, and unanimously carried to impose a \$300.00 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
CV1014605

The scheduled Hearing was held for the owner with account CV1020937 for the installation of a pet door. The owner was not present. As the violation had not been corrected and no response had been received, a Motion was duly made, seconded, and unanimously carried to impose a \$500.00 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
CV1020937

The scheduled Hearing was held for the owner with account CV1021441 for failure to remove the decorative items from the fence. The owner was not present. A Motion was duly made, seconded, and unanimously carried to close the violation, as the matter had been corrected.

HEARING
CV1021441

The scheduled Hearing was held for the owner with account CV1022938 for utilizing the carport for storage. The owner was not present. As the violation had not been corrected and no response had been received, 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
CV1022938

The scheduled Hearing was held for the owner with account CV1022961 for failure to remove the lights attached to the window trim. The owner was not present. As the violation had not been corrected and no response had been received, 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
CV1022961

Director Valenzuela opened the Homeowner Forum.

H/O FORUM

The owner with account CV1014974 was present to discuss the proposed Neighbor-to-Neighbor Dispute Policy. The Board advised the policy would be discussed during the October Meeting and all comments/concerns must be submitted in writing.

H/O ACCOUNT
CV1014974

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

H/O FORUM
CLOSED

Mayela Ramirez of Phoenix Patrol was present to provide the gate attendant report. Ms. Ramirez reported vehicles were being towed as required. The Board requested Ms. Ramirez to ensure all gate attendants remain respectful and professional when interacting with residents of the community, even when residents were disrespectful.

PHOENIX
PATROL
REPORT

There was no report from the Pool Committee.

POOL COMM.

The Directors reviewed the Landscape Committee Report. No was action required.

LAND. COMM.

A Motion was duly made, seconded, and unanimously carried to approve proposal 7601 from Las Flores Landscape, Inc. for tree root removal inside the patio at 12671 Briarglen Loop, Unit C, at a cost of \$620.00, to be charged to operating.

LAS FLORES
LANDSCAPE
TREE REMOVAL
PROPOSALS

A Motion was duly made, seconded, and unanimously carried to table proposal 7602 from Las Flores Landscape, Inc. to trim three Carrotwood trees at 12660 Briarglen Loop, Unit M. Cardinal was requested to obtain the following additional information from Las Flores: were these three trees a hazard, when were the trees last trimmed, and when was the next community tree trimming scheduled.

There was no report provided by the Website Committee.

WEBSITE COMM.

There was no report provided by the Architectural Committee.

ARCH. COMM.

There was no report provided from the Maintenance Committee

MAINT.COMM.

A Motion was duly made, seconded, and unanimously carried to approve the Minutes of the August 18, 2021 Special Regular Meeting and the August 25, 2021 Regular Meeting as presented.

APPROVAL OF
MINUTES

The Directors confirmed the monthly review of the Financial Statement. A Motion was duly made, seconded, and unanimously carried to accept the August 2021 Financial Statement as submitted, subject to audit.

FINANCIAL
REVIEW

The Directors reviewed the Aging Report. No action was required.

AGING REPORT

A Motion was duly made, seconded, and unanimously carried to approve the Resolution to Record a Lien against the property of the member with account CV1014033/APN#937-672-10.

LIEN
RESOLUTIONS
APN#937-672-10 &
APN#937-672-74

A Motion was duly made, seconded, and unanimously carried to approve the Resolution to Record a Lien against the property of the member with account CV1014354/APN#937-672-74.

The Directors reviewed the updated Project Manager Report from Ross Construction Management. A Motion was duly made, seconded, and unanimously carried to table the matter of the trash enclosure wood replacement addendum to the next Meeting. Cardinal was directed to request a proposal for an option using a lighter material and ask if there was a different type of hardware that could be used, as the wood gates were heavy. Cardinal was also requested to invite Justin Koch of Ross Construction Management to attend the next Meeting to discuss the wood and paint project.

PROJECT
MANAGER
UPDATE/REVIEW
TRASH
ENCLOSURES

A Motion was duly made, seconded, and unanimously carried to approve the increase in material costs, presented by Ross Construction Management, in the amount of \$32,333.50. The costs were to be charged to reserves.

MATERIAL
INCREASE
COSTS

The Directors reviewed the proposals from A&D Fire and OCBS for carport fire sprinkler covers. A Motion was duly made, seconded, and unanimously carried to table the proposals to the next Meeting. Cardinal was directed to ask A&D Fire if the current sprinklers were working and if the proposal was approved what was the length of time it would take to complete the work.

CARPORT FIRE
SPRINKLER
COVER
PROPOSALS

The Directors reviewed the Storage Box Inventory List. A Motion was duly made, seconded, and unanimously carried to approve Cardinal to destroy the content of the highlighted boxes listed and review all subject files, a total of 44 boxes, to ensure no legal or Minute documents were found, at a cost of \$440.00 plus Cardinal time per hour.

STORAGE BOX
INVENTORY
LIST

The Directors reviewed the correspondence from the owner with account CV1014770 requesting a parking variance for handicap parking. A Motion was duly made, seconded, and unanimously carried to table the matter to the next Meeting, as the proposal for the sign and the installation had not been received. It was noted the owner would need to provide a copy of the handicap placard every two years.

H/O CORRESP.
CV1014770

The Directors reviewed the correspondence from Aquatrends Commercial Pool Service. A Motion was duly made, seconded, and unanimously carried to approve the rate increase from Aquatrends as follows: October through April, twice per week, at a cost of \$1,250.00 per month; May through September, three times per week, at a cost of \$1,875.00.

AQUATRENDS
RATE
INCREASE

The Directors reviewed the proposal from The Bee Man for wasp nest removal. A Motion was duly made, seconded, and unanimously carried to table the proposal to the next Meeting. Cardinal was requested to clarify if the cost was for the entire community or only the listed addresses.

THE BEE MAN
PROPOSAL

The Directors reviewed the Notice of Modified Fee Schedule from Tinnelly Law Group. A Motion was duly made, seconded, and unanimously carried to accept the modified fee schedule as presented, effective January 1, 2022.

TINNELLY
LAW GROUP
FEE SCHEDULE

The Directors reviewed the correspondence from Golden State Water Company regarding mandatory water conservation. It was noted Las Flores Landscape had been advised.

GOLDEN STATE
WATER
COMPANY

The Directors reviewed/discussed the matter of decorating the guard shack for the holidays. It was noted decorating was allowed two weeks prior to the subject holiday. Cardinal was requested to send a broadcast email to all owners reminding them of the Rules regarding holiday decorations.

SECURITY
STATIONS

The Directors reviewed/discussed the facility maintenance contract correspondence from PCW Contracting Services. Cardinal was directed to request PCW provide a defined proposal regarding this matter and to invite PCW to attend the next Meeting. In addition, Cardinal was directed to include the current contract from OCBS in the Board packet for comparison.

FACILITY
MAINTENANCE
CONSIDERATION

The Directors reviewed the proposal from Concrete Hazard Solutions. A Motion was duly made, seconded, and unanimously carried to approve the proposal from Concrete Hazard Solutions to complete one-hundred-twenty-five [125] grinds at a cost of \$5,930.00 and complete crack repairs of one-hundred-sixty-five [165] lineal feet at a cost of \$1,480.00, for a total cost of \$7,410.00, to be charged to reserves.

CONCRETE
HAZARD
SOLUTIONS
PROPOSAL

The Directors reviewed the proposal from PCW Contracting Services. A Motion was duly made, seconded, and unanimously carried to approve the proposal from PCW to complete the deck dry-rot and resurface repairs at 12655 Glendale, Unit J, at a cost of \$2,785.00, to be charged to reserves.

PCW DECK
PROPOSAL
12655 GLENDALE
UNIT J

The Directors reviewed information regarding earthquake coverage insurance. A Motion was duly made, seconded, and unanimously carried to no longer pursue earthquake insurance and remove the item from all future Meeting Agendas.

EARTHQUAKE
INSURANCE

The Directors reviewed the correspondence from the owner with account CV1015040 requesting the waiver of a fine. A Motion was duly made, seconded, and carried to deny the owner's fine request, as the fine was imposed in accordance with the Association's Violation and Fine Policy.

H/O CORRESP.
CV1015040

The Directors reviewed the correspondence from the owner with account CV1014501 regarding water usage. No action was required.

H/O CORRESP.
CV1014501

The Directors reviewed the correspondence from the owner with account CV1014476 regarding the skunk population. No action was required.

H/O CORRESP.
CV1014476

The Directors reviewed the maintenance list. No action was required.

MAINT. LIST

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

WO/SI
REPORTS

There being no further business, the Meeting was adjourned at 7:43 p.m. to the Executive Session.

ADJOURN TO
EXEC. SESS.

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

SUBMITTED

ATTEST:

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 a true and correct copy of the Minutes of the Crosspointe Village Homeowners Association Board of Directors Meeting held on September 22, 2021, as approved by the Board Members in attendance of the Meeting.

Marisa Patterson, Secretary

Date

SECRETARY
CERTIFICATION

