

CROSSPOINTE VILLAGE HOMEOWNERS ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS  
APRIL 27, 2022

The Regular Meeting of the Board of Directors of the Crosspointe Village Homeowners Association was held on Wednesday, April 27, 2022, at Cardinal Property Management, 825 N. Park Center Drive, #101 Santa Ana, CA 92705 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:	Marisa Patterson Jennifer Thomas Berna Valenzuela Jeff Jones – at 7:45 p.m.
Directors Absent:	None
Representing Cardinal:	April Dana, Account Manager Theresa Hirschman, CMCA, AMS, PCAM Senior Account Manager
Others Present:	Haylee Hardin Rhonda Insalaco Jane Kim H. Lee Mayela Ramirez, Phoenix Patrol Laurie Riney Sara Solarez Carl Whited, Automated Access

Theresa Hirschman reported that the quorum of 51% had not been achieved to conduct the Annual Meeting, as only 100 ballots had been received of the 248 ballots necessary. It was announced that the Second Calling of the Annual Meeting would be held May 25, 2022. Cardinal was directed to put a note on the gate and send a broadcast email about the Annual Meeting.

ANNUAL  
MEETING 2<sup>ND</sup>  
CALLING

It was announced that the Board met in Executive Session after the March 23, 2022 Regular Meeting to discuss legal matters and approve the February 23, 2022 Executive Session Minutes.

EXEC. SESS.  
ANNOUNC.

The scheduled Hearing was held for the owner with account CV1010473 regarding patio storage. The owner was not present but responded in writing advising a red tub was being used as an herb garden. As the violation had not been corrected, a Motion was duly made, seconded, and unanimously carried to find the owner \$100.00 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 a Hearing for the next Meeting.

HEARING  
CV1010473

The scheduled Hearing was held for the owner with account CV1010495 for a torn screen. The owner was not present. 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 a Hearing for the next Meeting.

HEARING  
CV1010495

The scheduled Hearing was held for the owner with account CV1012185 for sidewalk chalk. The owner was not present. As the violation had been corrected, a Motion was duly made, seconded, and unanimously carried to close the violation.	HEARING CV1012185
The scheduled Hearing was held for the owner with account CV1014004 regarding a vehicle decal. The owner was not present. As the violation had not been corrected, a Motion was duly made, seconded, and unanimously carried to fine the owner \$300.00 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 a Hearing for the next Meeting.	HEARING CV1014004
The scheduled Hearing was held for the owner with account CV1014396 for patio light fixtures. The owner was not present but responded advising they were unable to find the correct glass; Cardinal responded recommending replacing the fixture. As the violation had not been corrected, a Motion was duly made, seconded, and carried to fine the owner \$10.00 in accordance with the Association's Violation and Fine Policy and schedule another Hearing. Director Thomas opposed. Cardinal was directed to notify the owner of the Board's decision and schedule a Hearing for the next Meeting.	HEARING CV1014396
Director Thomas opened the Homeowner Forum.	H/O FORUM
The owner with account CV1014472 was present to discuss pet owners not cleaning up after their dogs and suggested a notice be sent to all owners and requested an update on town home lighting. The Board advised the issue was on the agenda.	H/O CV1014472
The owner with account CV1014501 was present to request the Board table proposals for tree removals and obtain an independent arborist to review the trees. The owner also requested a copy of the arborist report, because got her own arborist that provided a report stating they could chemically treat the trees. She advised the arborist could speak to the Board if necessary.	H/O CV1014501
Director Thomas thanked all owners who attended the neighborhood meetings. She stated the biggest take away was knowing to call the Sheriff first and then the gate attendants to report incidents.	DIR. THOMAS
As there were no other owners who wished to address the Board, the Homeowner Forum was closed.	H/O FORUM CLOSED
Mayela Ramirez, a representative from Phoenix Patrol, was present to discuss patrol issues. She noted the south entrance gate opened at odd hours on its own.	PATROL MASTERS
There was no report from the Pool Committee.	POOL COMM.
The Directors reviewed several proposals from Las Flores Landscape. Cardinal was directed to request a second opinion from an arborist on the health of the trees and ask if they could be saved. A Motion was duly made, seconded, and unanimously carried to table the pool area plant proposal, as the Board was requesting pictures and clarification. A Motion was duly made seconded and unanimously carried to table option 1 and 2 on the proposal for the Coral tree	LAND. COMM.

removal, as the Board requested more information on water needs for trees or provide other tree options. A Motion was duly made, seconded, and unanimously carried to approve the proposal to install bougainvillea at the main gate wrought iron fence, at a cost of \$1,221.00.

There was no report from the Website Committee.

WEB. COMM.

There was no report from the Architectural Committee.

ARC. COMM.

The Directors reviewed the proposals from Partners Plumbing. A Motion was duly made, seconded, and unanimously carried to ratify the Maintenance Committee's approval for drain repair at 7703 Elmdale, at a cost of \$2,050.00. A Motion was duly made, seconded, and unanimously carried to ratify the Maintenance Committee's approval for a slab repair at 12711 Rambling Brook, at a cost of \$2,884.40.

MAINT.  
COMM.

A Motion was duly made, seconded, and unanimously carried to approve the Minutes of the March 23, 2022 Regular Meeting as presented.

MINUTES

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

FINANCIAL  
STATEMENT

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

AGING RPRT.

The Directors reviewed the Budget Worksheet. It was noted the Board would answer questions and advise Cardinal.

BUDGET  
WRKSHT

The Directors reviewed and discussed the Project Manager Reports. The Directors reviewed the final billing and requested Cardinal invite the Project Manager to the next Meeting to advise the Board of updates and request a map of completed work. It was noted the punch list for 7774 Cleardale was completed, and no issues or incidents were reported. The Directors advised that the address numbers at 7732 Eastbrook could remain and Cardinal was directed to advise the Project Manager not to send any correspondence to the owner regarding the matter.

PROJECT  
MANAGER

Carl Whited, a representative from Automated Access, was present to provide additional information on replacing the gate operators. Mr. Whited answered the Board's questions. It was noted the life expectancy of the operators with proper maintenance was 25 years and bi-monthly maintenance was recommended. Cardinal was directed to request a revised proposal to include correct information discussing warranty and an additional proposal for a maintenance contract. It was noted the W.C. Friend proposal was provided just for reference.

GATE  
OPERATORS

The Directors discussed the draft Board Meeting and Civility Rules. A Motion was duly made, seconded, and unanimously carried to approve the draft as prepared. Cardinal was requested to post the approved rule and share their screen at the beginning of each Board Meeting.

MEETING  
RULES

The Directors reviewed the proposals from PCW. A Motion was duly made, seconded, and unanimously carried to approve the proposal for concrete replacement at 7701 Scottsdale, with the stipulation the step height would be 7", at a total cost of \$2,910.00 to be charged to reserves. The proposal to perform a concrete grind due to a trip hazard at 7774/7776 Cleardale was reviewed. The Board requested Cardinal research if any previous cement work was completed and advise the Board of their findings.

PCW

The Directors reviewed a proposal from Peak Lighting for additional lighting. A Motion was duly made, seconded, and unanimously carried to approve the proposal for 11 new flood lights (at each current location), at a cost of \$2,629.06 to be charged to reserves.

PEAK  
LIGHTING

The Directors reviewed the 2022 Fannie Mae Legislative update. A Motion was duly made, seconded, and unanimously carried to obtain legal advice from the Association's attorney on response recommendations.

FANNIE MAE  
UPDATE

The Directors reviewed the Legislative Summary. It was noted the Annual Policy Statement was being updated. A Motion was duly made, seconded, and unanimously carried to post general notices and the updated policy statement on the portal and Association website. The Directors discussed SB391 and it was noted the Board meets via Zoom and had a physical location established already. The Directors discussed AB154 and Cardinal was directed to request the Association attorney to advise if this applied to condominiums, and if so, request legal advice. The Directors discussed DCLA. A Motion was duly made, seconded, and unanimously carried to update the Collection Policy. The Directors discussed the Balcony Bill and Cardinal was directed to obtain proposals from structural engineers.

LEGISLATIVE  
UPDATE

The Directors reviewed the proposals from Reserve Data Analysis, Association Reserves and Advanced Reserve Solutions, to prepare the Associations 2022-2023 Reserve Study. A Motion was duly made, seconded, and unanimously carried to approve the proposal from Reserve Data Analysis, at a cost of \$995.00. Cardinal was directed to advise all vendors of the Board decision.

RESERVE  
STUDY

The Directors discussed the recommendation from the Association's attorney for a CC&R Amendment. A Motion was duly made, seconded, and unanimously carried to approve the Association's attorney to prepare the amendment as recommended for a flat fee of \$1,000.00.

CC&R  
AMEND.

The Directors reviewed the correspondence from the owner with account CV1010369 requesting a fine waiver. A Motion was duly made, seconded, and unanimously carried to deny the request.

H/O CORRES.  
CV1010369

The Directors reviewed the information and architectural application from the owner with account CV1010457 regarding a patio structure. It was noted that further discussion was tabled to the Executive Session.

H/O CORRES  
CV1010457

The Directors reviewed the correspondence from the owner with account CV1011600 requesting reimbursement. A Motion was duly made, seconded, and unanimously carried to approve the owner's request for reimbursement in the amount of \$79.00 for a drop fee, as the patrol company had the vehicle towed in error. Cardinal was directed to request Phoenix Patrol

H/O CORRES  
CV1011600

reimburse the Association \$79.00, as it was their error; and advise them to stop towing for wrong decal numbers.

The Directors reviewed the correspondence from the owner with account CV1011844 requesting a fine waiver. A Motion was duly made, seconded, and unanimously carried to waive 50% of the \$1,200.00 in fines, with the stipulation the remaining balance was paid by the owner within 90 days.

H/O CORRES  
CV1011844

The Directors reviewed the correspondence from the owner with account CV1014179 responding to a violation. No action was required.

H/O CORRES  
CV1014179

The Directors reviewed the correspondence from the owner with account CV1014476 requesting a chemical ban. Cardinal was directed to thank the owner for the information and advise the owner the Board had taken it under advisement.

H/O CORRES.  
CV1014476

The Directors reviewed the correspondence from the owner with account CV1014549 regarding political signs and flyer distribution. A Motion was duly made, seconded, and unanimously carried to deny the owners request, in accordance with the Associations CC&Rs.

H/O CORRES.  
CV1014549

The Directors reviewed the correspondence from the owner with account CV1014770 regarding feral cats. Cardinal was directed to thank the owner for their correspondence.

H/O CORRES.  
CV1014770

The Directors reviewed the correspondence from the owner with account CV1022872 requesting reimbursement. A Motion was duly made, seconded, and unanimously carried to approve the owner's request for reimbursement in the amount of \$66.56.

H/O CORRES.  
CV1022872

The Directors reviewed the correspondence from the owner with account CV1024307 regarding a violation. Cardinal was directed to advise the owner to put a unit letter on the light and remove the paper letter. It was noted that in the future Cardinal was to send a general letter (not a violation) to owners when it was noted that the owner did not have a unit letter and recommend that they should have one as the unit letters were used for emergency services.

H/O CORRES.  
CV1024307

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

W/O AND S.I.  
REPORTS

There being no further business, the Meeting was adjourned to Executive Session at 7:53 p.m.

ADJOURNED

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

SUBMITTED

ATTEST:

ATTEST

SECRETARY CERTIFICATION

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 April 27, 2022, as approved by the Board Members in attendance of the Meeting.

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

\_\_\_\_\_  
Date

SECRETARY  
CERT.