

CROSSPOINTE VILLAGE HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
AUGUST 22, 2012

The Regular Meeting of the Board of Directors of the Crosspointe Village Homeowners Association was held on Wednesday, August 22, 2012 at the Smoketree Clubhouse. The President, Jeff Gollin, called the Meeting to order at 6:37 p.m.

CALL TO
ORDER

Directors Present: Jeff Gollin
 Jubal Leierer
 Marisa Patterson

Directors Absent: None

Representing Cardinal: Karen Holthe, CMCA, CCAM, AMS

Others Present: Brad Constant
 Angelita Dezfooli
 Carlos Garcia, Phoenix Patrol
 George Gonzalez, Phoenix Patrol
 Bill Honeycutt
 Dave Ibrahim
 Lisa Lewis
 David Moreno, Phoenix Patrol
 B.K. (Kris) Mudunuri
 Mayela Ramirez, Phoenix Patrol

It was noted an Executive Session was held following the June 2012 Regular Meeting to approve the May 23, 2012 Executive Session Minutes and review and discuss legal issues and delinquency matters.

EXECUTIVE
SESSION

President Jeff Gollin opened the Homeowner Forum.

H/O FORUM

The owner of 12660 Briarglen Loop Unit M voiced his concerns regarding the escrow fees charged by Cardinal, as he was refinancing his unit. The owner stated he wanted to discuss the fees that he felt were too high with management at Cardinal.

12660
BRIARGLEN
LOOP UNIT M

The owner of 12620 Briarglen Loop Unit C addressed the Hearings held and to be held regarding his unit and presented a list of what he felt were safety issues. The Directors requested that safety issues, such as handrails, etc., be included on the Agenda for the September Meeting.

12620
BRIARGLEN
LOOP UNIT C

The owner of 12635 Briarglen Loop Unit E requested the balance owed on her payment plan account. The Directors advised the owner to contact ALS to obtain a detailed accounting.

12635
BRIARGLEN
LOOP UNIT E

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

H/O FORUM
CLOSED

The scheduled Hearing was held for the member with account #CV-0010-0059-01 for excessive vehicle citations. The owner was present and had sent correspondence regarding the matter, expressing that he felt harassed and singled out. The owner requested the fine of \$100.00 imposed on June 22, 2012 be rescinded for the patio violation, as he had worked with the renter to remove all stored items. The Directors instructed this request be included on the September Meeting Agenda. A Motion was duly made, seconded and unanimously carried to impose a \$150.00 fine, \$50.00 for each of the three citations issued, in accordance with the Association's Violation & Fine Policy. Cardinal was requested to notify the owner of the Board's decision and call the owner to another Hearing if another citation was issued.

HEARING
#0010-0059-01
EXCESSIVE
VEHICLE
CITATIONS

The scheduled Hearing was held for the member with account #CV-0010-0138-01 to assess the cost to replace a common area tree that had been removed from the ground and discarded in the dumpster. The owner was not present, but had contacted Cardinal to state she was unable to attend the Hearing. Carlos Garcia and David Moreno of Phoenix Patrol reported they had followed the trail of dirt and witnessed the owner walk behind the pool to the dumpster, dragging the tree and had seen her dump the tree in the dumpster. The Directors reviewed the related correspondence. A Motion was duly made, seconded and unanimously carried to assess the owner the \$100.00 cost to have the tree replaced in accordance with the Associations' governing documents. Cardinal was requested to notify the owner of the Board's decision.

HEARING
#0010-0138-01
TREE
REMOVED/
DISCARDED

The scheduled Hearing was held for the member with account #CV-0010-0217-02 for excessive vehicle citations. The owner was not present. A Motion was duly made, seconded and unanimously carried to impose a \$150.00 fine, \$50.00 for each of the three citations issued, in accordance with the Association's Violation & Fine Policy. Cardinal was requested to notify the owner of the Board's decision and call the owner to another Hearing if another citation was issued.

HEARING
#0010-0217-02
EXCESSIVE
VEHICLE
CITATIONS

The scheduled Hearing was held for the member with account #CV-0010-0161-02 for failure to trim the overgrown plant material in the patio. The owner was present and stated the plant material had been trimmed. Cardinal was directed to verify the violation had been corrected and to close the violation or schedule another Hearing as appropriate.

HEARING
#0010-0161-02
OVERGROWN
PLANT
MATERIAL

The scheduled Hearing was held for the member with account #CV-0010-0269-03 for failure to remove the stains in carport #864. The owner was not present. It was noted per the site inspection that the violation had been corrected. A Motion was duly made, seconded and unanimously carried to close the violation. Cardinal was requested to close the violation and notify the owner of the Board's decision.

HEARING
#0010-0269-01
OIL STAINS
CARPORT
#864

The scheduled Hearing was held for the member with account #CV-0010-0298-01 for failure to trim the overgrown plant material in the patio area. The owner was not present. The Directors reviewed the owner's response. It was noted per the site inspection that the violation had been corrected. A Motion was duly made, seconded and unanimously carried to close the violation. Cardinal was requested to close the

HEARING
#0010-0298-01
OVERGROWN
PLANT
MATERIAL

violation and notify the owner of the Board's decision.

The scheduled Hearing was held for the member with account #CV-0010-0316-01 for excessive vehicle citations. The owner was not present. A Motion was duly made, seconded and unanimously carried to impose a \$150.00 fine, \$50.00 for each of the three citations issued, in accordance with the Association's Violation & Fine Policy. Cardinal was requested to notify the owner of the Board's decision and call the owner to another Hearing if another citation was issued.

HEARING
#0010-0316-01
EXCESSIVE
VEHICLE
CITATIONS

The scheduled Hearing was held for the member with account #CV-0010-0346-06 for failure to install locks on the storage doors in carport #733. The owner was not present, and the family had sent correspondence indicating the owner had passed away. A Motion was duly made, seconded and unanimously carried to grant the family of the owner a thirty-day extension to install the locks. Cardinal was directed to advise the family of the Board's decision and if the locks were not installed, another Hearing would be scheduled at which a fine could be imposed.

HEARING
#0010-0346-06
STORAGE
LOCKS

The scheduled Hearing was held for the member with account #CV-0010-0476-01 for failure to install a window screen on the upstairs window. The owner was not present. The Directors reviewed the owner's response. It was noted per the site inspection that the violation had been corrected. A Motion was duly made, seconded and unanimously carried to close the violation. Cardinal was requested to close the violation and notify the owner of the Board's decision.

HEARING
#0010-0476-01
MISSING
WINDOW
SCREEN

The representatives from Phoenix Patrol were present. The Directors asked how information was passed from one officer to the next. The representative advised information was passed through email. The representatives were requested to revise the post orders to include how the information was passed from one shift to the next. The representatives advised that the computer router connection was slow. Cardinal was requested to contact Verizon to initiate a service call to inspect the router set up. Cardinal was directed to include "IT Status" on the next Agenda and obtain quotes to set up a new system. The gate attendants were reminded that any discussions with possible altercations need to be conducted at the North Guard Shack and to call the police for all incidents such as bike thefts, trespassing, etc.

PHOENIX
PATROL

The Landscape Committee report was discussed. It was noted that to date the turf had not been aerated or reseeded. Cardinal was requested to follow up with the Las Flores Landscape to obtain a completion date for the aeration and reseeding of the turf and to issue a work order to inspect the landscape on the west side of the center pool, as it was becoming unsightly.

LANDSCAPE
COMM.

A Motion was duly made, seconded and unanimously carried to approve the proposal from Las Flores Landscape dated August 9, 2012 to trim five coral, fifty elm, seventeen pear, seventy-three tristania, and ten liquidambar trees at a total cost of \$9,070.00. The cost was to be charged to operating. Cardinal was directed to advise Las Flores Landscape of the Board's decision.

LAS FLORES
LANDSCAPE
TREE
TRIMMING

The Pool Committee report was discussed. It was reported there was a wasp nest above the North pool restroom doors under the eaves. Cardinal was directed to have a work order issued for the removal of the wasp nest.

POOL CMTE.
WASP NEST

A Motion was duly made, seconded and unanimously carried to approve proposal m6034 from Aquatrends to replace the South spa skimmer throat tiles using solid white tiles at a total cost of \$277.50. The cost was to be charged to operating. Cardinal was directed to advise Aquatrends of the Board's decision.

AQUATRENDS
PROPOSALS
SOUTH SPA
TILES

A Motion was duly made, seconded and unanimously carried to approve proposal m6128 from Aquatrends to relocate the GFI at the North spa into the equipment room at a total cost of \$279.00. The cost was to be charged to operating. Cardinal was directed to advise Aquatrends of the Board's decision.

NORTH SPA
GFI

A Motion was duly made, seconded and unanimously carried to approve proposal m6233 from Aquatrends to replace the 2HP pump motor, pump impeller, if needed, pump seal plate, if needed, and pump diffuser, if needed, for the North spa jets at a cost not to exceed \$887.12. The cost was to be charged to reserves. Cardinal was directed to advise Aquatrends of the Board's decision.

NORTH SPA
PUMP MOTOR

Cardinal was requested to include "Pool Furniture Replacement" on the Agenda for early spring 2013.

POOL FURN.
REPLACEMENT.

It was discussed that a resident on Clearbrook had listed guests as another resident to allow access to the Association's pools. It was noted that if the gate attendants saw her again in the pool area without the actual resident accompanying her, the owner would be called to a Hearing.

POOL
GUESTS

Director Gollin agreed to check the links to Cardinal on the Crosspointe Village website.

WEBSITE
LINKS

There were no Website or Architectural Committee reports.

ARCH. COMM.

A Motion was duly made to ratify the July-August 2012 Minutes of the Maintenance Committee, as written.

MAINT. CMTE.
MINUTES

A Motion was duly made, seconded and unanimously carried to ratify the Maintenance Committee's approval of the proposal from Scott English Plumbing to remove and replace four feet of broken sewer pipe at the Central pool at a total cost of \$450.00. The cost was to be charged to operating.

CENTRAL
POOL
PLUMBING

A Motion was duly made, seconded and unanimously carried to ratify the Maintenance Committee's approval of the proposal from Scott English Plumbing to replace the main water line at 12680 Newdale Way at a total cost of \$595.00. The cost was to be charged to operating.

12680
NEWDALE
PLUMBING

A Motion was duly made, seconded and unanimously carried to ratify the Maintenance Committee's approval of the proposal from Scott English Plumbing to replace the main water line at 12703 Newbrook Way at a total cost of \$1,420.00. The cost was to be charged to operating.

12703
NEWBROOK
PLUMBING

A Motion was duly made, seconded and unanimously carried to approve the Minutes of the June 27, 2012 Regular Meeting as written.

APPROVAL
OF REG MIN.

A Motion was duly made, seconded and unanimously carried to accept the June and July 2012 Financial Statements, as presented, subject to audit.

FINANCIAL
REVIEW

The Directors discussed the delinquent assessment report. A Motion was duly made, seconded and unanimously carried to record liens on delinquent accounts #CV-0010-0007-01/APN #937-67-347, #CV-0010-0112-01/APN#937-67-511, #CV-0010-0350-01/APN #937-67-376, #CV-0010-0389-02/APN #937-67-394, #CV-0010-0408-04/APN #937-67-250, #CV-0010-0470-03/APN #937-67-530, #CV-0010-0483-02/APN #937-67-474, #CV-0010-0051-02/APN #937-67-415, #CV-0010-0346-06/APN #937-67-366, #CV-0010-0383-03/APN #937-67-096, #CV-0010-0422-03/APN #937-67-125, and #CV-0010-0311-02/APN #937-67-551.

DELINQ.
LIEN

The Directors reviewed the outstanding balance on delinquent account #CV-0010-0383-02. It was noted that the unit had been foreclosed on by a senior lien holder leaving an outstanding balance of \$1,850.26. A Motion was duly made, seconded and unanimously carried to write-off the balance as bad debt.

DELINQ. ACCT.
#0010-0383-02
BAD DEBT

The Directors reviewed the correspondence from the Cardinal collections department regarding the proposed special report cost to research prior year's collection accounts that had been written off as bad debt, for the purposes of assessing whether pursuit in small claims court was feasible. Cardinal verified the creation of the spreadsheet would be a one-time cost and then going forward would be included at no cost. A Motion was duly made, seconded and unanimously carried to approve the proposal at a cost not to exceed \$500.00.

COLLECTIONS
REPORT
BAD DEBT
WRITE-OFFS

A Motion was duly made, seconded and unanimously carried to accept the 2013 Reserve Study as prepared by Foresight Financial.

2013 RESERVE
STUDY

A Motion was duly made, seconded and unanimously carried to approve the 2013 budget as drafted with no increase in the monthly assessments, with the total monthly assessment remaining at \$213.00.

2013 BUDGET

The proposals from Peak Lighting and Vinco Construction for cleaning, painting, and powder coating options of various light fixtures were tabled to the September Meeting.

LIGHT
MAINTENANCE

The Directors reviewed the proposals from Daniel J. Leonard, CPA and Robert A. Owens, CPA to prepare the 2012 audit and tax returns. A Motion was duly made, seconded and unanimously carried to approve the proposal from Daniel J. Leonard, CPA at a total cost of \$950.00. Cardinal was directed to advise both bidders of the Board's decision.

2012 AUDIT
AND TAX
RETURNS

A Motion was duly made, seconded and unanimously carried to approve option #1 of proposal #CV 8201 from Vinco Construction for concrete repairs on Elmdale at a total cost of \$395.00. The cost was to be charged to operating. Cardinal was directed to advise Vinco Construction of the Board's decision.

VINCO CNSTR.
ELMDALE
CONCRETE

The Directors reviewed the proposal from Personal Touch Cleaning to power wash the refuse/dumpster area. Cardinal was directed to obtain a proposal from Vinco Construction and add the matter to the next Agenda.

POWER WASH
REFUSE AREAS

The Directors reviewed the proposal from The Rain Gutter Store to remove and replace the gutters over the front door at 12622 Cleardale Circle, utilizing the existing down spout. Cardinal was requested to obtain a proposal from Vinco Construction and add the matter to the next Agenda.

RAIN GUTTERS
12622
CLEARDALE

The Directors reviewed the correspondence from the owner of account #CV-0010-0264-01 requesting waiver of some or all fines previously imposed. A Motion was duly made, seconded and unanimously carried to deny the request. Cardinal was requested to inform the homeowner of the Board's decision.

H/O CORRES.
#0010-0264-01
FINE
WAIVER

The Directors reviewed the correspondence from the owner of account #CV-0010-0363-03 requesting the Association reimburse the owner \$100.00 for a plumbing repair. The owner was present. A Motion was duly made, seconded and unanimously carried to approve the owner's request. Cardinal was requested to inform the homeowner of the Board's decision and prepare a check for reimbursement.

H/O CORRES.
#0010-0363-03
PLUMBING
REPAIR

The Directors reviewed the correspondence from the owner of account #CV-0010-0363-03 requesting the Association reimburse the owner for excess water usage due to a leaking valve. The owner was present. A Motion was duly made, seconded and unanimously carried to approve reimbursement in the amount of \$140.00. Cardinal was requested to inform the homeowner of the Board's decision and prepare a check for reimbursement.

H/O CORRES.
#0010-0363-03
WATER USE
OVERAGES

A Motion was duly made, seconded and unanimously carried to authorize Cardinal to reimburse the owner of account #CV-0010-0363-03 any amount over \$47.00 on the water bill for the next month. Cardinal was requested to inform the homeowner of the Board's decision, request the owner provide a copy of their next water bill, and prepare a check for reimbursement.

H/O CORRES.
#0010-0363-03
WATER USE
REIMBURSEMT.

The Directors reviewed the correspondence from the owner of account #CV-0010-0462-04 requesting late fees and interest in the amount of \$21.77 be waived. A

H/O CORRES.
#0010-0462-04

Motion was duly made, seconded and unanimously carried to approve the owner's request. Cardinal was requested to inform the homeowner of the Board's decision.

LATE FEE
WAIVER

The Directors reviewed the correspondence from the owner of account #CV-0010-0492-01 requesting to remove the door jamb floor plate for termite inspection and treatment. A Motion was duly made, seconded and unanimously carried to approve the request with the stipulation that the termite company stated that removal was necessary to treat the area. Cardinal was requested to inform the homeowner of the Board's decision.

H/O CORRES.
#0010-0492-01
REMOVAL OF
FLOOR
PLATE

The Directors reviewed the correspondence from the tenant of account #CV-0010-0155-02 requesting removal of a tree. A Motion was duly made, seconded and unanimously carried to deny the request. Cardinal was requested to inform the homeowner's tenant of the Board's decision.

H/O CORRES
#0010-0155-02
TREE
REMOVAL

The Directors reviewed the correspondence from the owner of account #CV-0010-0162-01 requesting the water be tested. Cardinal was directed to draft a letter to the Association's plumber as follows: The Association understood that a miscommunication could occur and was requesting that ProServ verify what the technician had told the owner regarding the possibility that while the technician was soldering the solder may have gotten into the pipes. ProServ was also to respond as to whether or not that was harmful to the owner's health. Also, Cardinal was directed to request that ProServ provide lead content information from the solder manufacturer.

H/O CORRES.
#0010-0162-01
WATER
TEST

The Directors reviewed the correspondence from the owner of account #CV-0010-0280-04 requesting the Board reconsider waiver of the previously imposed vehicle citation fines. A Motion was duly made, seconded and unanimously carried to deny the owner's request. Cardinal was requested to inform the homeowner of the Board's decision.

H/O CORRES
#0010-0280-04
VEHICLE CIT.
FINES
WAIVER

The Directors reviewed the response from the tenant of account #CV-0010-0300-03 regarding the Pool Rule violation. Cardinal was directed to thank the owner for responding.

H/O CORRES
#0010-0300-03
POOL RULE VIO

The Directors reviewed the flyer from Cardinal regarding the Assessment Collection Board Course to be held on September 25, 2012. No action was required.

CPM
BOARD COURSE

There being no further business, the Meeting was adjourned to the Executive Session at 9:14 p.m.

ADJOURN TO
EXEC. SESS.

Submitted by: Karen Holthe, Senior Account Manager

SUBMITTED

ATTEST:

ATTEST

Jeff Gollin, 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 August 22, 2012 as approved by the Board Members in attendance of the Meeting.

Marisa Patterson, Secretary

Date

DRAFT