

CROSSPOINTE VILLAGE HOMEOWNERS ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS  
AUGUST 27, 2014

The Regular Meeting of the Board of Directors of the Crosspointe Village Homeowners Association was held on Wednesday, August 27, 2014, at the Smoketree Clubhouse. President Gollin called the Meeting to order at 6:30 p.m.

CALL TO  
ORDER

Directors Present: Richard Eagan  
Jeff Gollin  
Bill Harkness  
Jubal Leierer  
Marisa Patterson

Directors Absent: None

Representing Cardinal: Karen Holthe, CMCA, CCAM, AMS

Others Present: Jim Canini  
Kathleen Curran  
Dawn Dyer  
Jim Glenn  
Lisa Glenn  
George Gonzales, Phoenix Patrol  
Joe Hamby, Las Flores Landscape  
Brenda Moyer  
Mayela Ramirez, Phoenix Patrol  
Barbara Schneider  
Charles Simmons  
Jennifer Thomas  
Lorena Tominez

It was noted an Executive Session was held following the July 23, 2014, Regular Meeting to approve the June 25, 2014 Executive Session Minutes, conduct a Hearing, and to review and discuss delinquency and legal matters.

EXECUTIVE  
SESSION

Director Gollin opened the Homeowner Forum.

H/O FORUM

One homeowner was present to inquire about vehicle decal policy and procedures.

DECALS

Several homeowners expressed concerns that a light pole near 12610 Briarglen Loop had been removed several months ago and had not yet been replaced. The Directors responded that a proposal had been received and approved for the repair. Cardinal was requested to contact the lighting contractor to inquire about the status of the repair.

LIGHT  
POLE  
MISSING

A resident of 12680-A Briarglen Loop was present to report several wasp nests around her building. She stated she had called the management company and left a message regarding the matter. Cardinal was requested to ensure that a work order was issued for the matter.

WASPS  
NESTS

The owner of 12680-K Briarglen Loop was present to request that Cardinal take action against neighbors upon receipt of a phone call. It was explained to the owner that all reports of a neighbor's violation of the rules needed to be submitted to the management company in writing. It was reiterated that it was appropriate to phone in any work order request.

REPORTS  
IN  
WRITING

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

H/O FORUM

The scheduled Hearing was held for the owner of account #CV-0010-0382-01 for failure to remove weeds from the patio. The owner was not present. As the violation had not been corrected, a Motion was duly made, seconded, and unanimously carried to impose a \$100.00 fine, in accordance with the Association's Violation & Fine Policy. Cardinal was directed to advise the owner of the Hearing results and schedule another Hearing at the next Meeting, at which another fine could be imposed.

HEARING  
#0010-0382-01  
WEEDS IN  
PATIO

The scheduled Hearing was held for the owner of account #CV-0010-0298-01 for overgrown plants in the patio. The owner was not present. As the violation had not been corrected, a Motion was duly made, seconded, and unanimously carried to impose a \$100.00 fine, in accordance with the Association's Violation & Fine Policy. Cardinal was directed to advise the owner of the Hearing results and schedule another Hearing at the next Meeting, at which another fine could be imposed.

HEARING  
#0010-0298-01  
OVERGROWN  
PLANTS

The scheduled Hearing was held for the owner of account #CV-0010-0494-02 for excessive vehicle violations. The owners were present and requested a second extension to remedy the matter. A Motion was duly made, seconded, and unanimously carried to grant a 30-day extension to the owners, as the owners had stated they had paid the current registration and were awaiting the new vehicle decal. Cardinal was directed to advise the owner of the Hearing results and schedule another Hearing at the next Meeting to confirm compliance.

HEARING  
#0010-0494-02  
VEHICLE  
VIOLATIONS

The scheduled Hearing was held for the owner of account #CV-0010-0244-03 for failure to clean the oil and stains in the carport. The owner was not present. As the violation had been corrected, a Motion was duly made, seconded, and unanimously carried to close the violation. Cardinal was requested to inform the owner of the Hearing results.

HEARING  
#0010-0244-03  
OIL/STAINS  
CARPORT

The scheduled Hearing was held for the owner of account #CV-0010-0246-01 for failure to remove stored items in the patio. The owner was not present. As the violation had been corrected, a Motion was duly made, seconded, and unanimously carried to close the violation. Cardinal was requested to inform the owner of the Hearing results.

HEARING  
#0010-0246-01  
STORED ITEMS  
IN PATIO

The scheduled Hearing was held for the owner of account #CV-0010-0196-02 to assess the costs of the cameras that were stolen from the south guard shack by a guest of their tenant. The owner was not present, but had submitted correspondence in the matter and had requested the Hearing be rescheduled. As the matter had already been rescheduled several times at the request of the owner, it was determined to continue with the matter. A Motion was duly made, seconded, and unanimously carried to assess the amount of \$340.00 in accordance with the

HEARING  
#0010-0196-02  
ASSESS  
COSTS OF  
STOLEN  
CAMERAS

Association's Rules and Regulations. Cardinal was directed to advise the owner of the Hearing results and inform them that the Association had agreed to pursue the case with the OC Sheriff's department, and, should the Association recover the cost of cameras through the legal system, that any funds collected, up to the amount paid, would be refunded to the owner.

The scheduled Hearing was held for the owner of account #CV-0010-0338-01 for a resident of the unit rummaging through the trash bins and removing items that had been discarded. The owner was present to inform the Board that she was unable to control the resident's behavior. As the violation had not been corrected, a Motion was duly made, seconded, and carried to impose a \$100.00 fine, in accordance with the Association's Violation & Fine Policy. Director Leierer abstained from voting. Cardinal was directed to advise the owner of the Hearing results and inform her if the violation was reported again, she would be called to another Hearing at which another fine could be imposed.

HEARING  
#0010-0338-01  
TRASH BIN  
VIOLATION

The scheduled Hearing was held for the owner of account #CV-0010-0264-01 for failure to remove stored items in the carport. The owner was not present. As the violation had been corrected, a Motion was duly made, seconded, and unanimously carried to close the violation. Cardinal was requested to inform the owner of the Hearing results.

HEARING  
#0010-0264-01  
ITEMS IN  
CARPORT

The scheduled Hearing was held for the owner of account #CV-0010-0300-03 for failure to remove weeds from the patio. The owner was not present, but had submitted photos of his compliance in the matter. As the violation had been corrected, a Motion was duly made, seconded, and unanimously carried to close the violation. Cardinal was requested to inform the owner of the Hearing results.

HEARING  
#0010-0300-03  
WEEDS IN  
PATIO

The scheduled Hearing was held for the owner of account #CV-0010-0252-02 for vehicle speeding within the community. Patrol reports were reviewed and it was noted that there had been three incidents of excessive speed and/or vehicle recklessness reported. The owner was present with his tenants to assure the Board that the violations would not be repeated. A Motion was duly made, seconded, and unanimously carried to hold the violation in abeyance, and not to assess a fine at this time. The owner was informed that if the matter was reported again, then it would result in another Hearing at which a fine would be imposed.

HEARING  
#0010-0252-02  
VEHICLE  
SPEEDING

The scheduled Hearing was held for the owner of account #CV-0010-0172-05 for excessive dog barking which had become a noise nuisance. The owner was not present, but had submitted correspondence indicating that a special collar had been purchased for the dog to prevent further barking. A Motion was duly made, seconded, and unanimously carried to close the violation. Cardinal was requested to inform the owner of the Hearing results, and add that if the matter was reported again, then it would result in another Hearing at which a fine would be imposed.

HEARING  
#0010-0172-05  
DOG  
BARKING  
NUISANCE

George Gonzales and Mayela Ramirez from Phoenix Patrol were present to discuss patrol matters. There was discussion regarding the homeless people who were still trespassing within the Association and that the concrete ashtrays were being used to prop open the pool gates to allow access. A Motion was duly made, seconded, and unanimously carried to remove the ashtrays from the property. Phoenix was requested to take inventory of the ashtrays and

PHOENIX  
PATROL  
REPORT



report the total to Cardinal, and Cardinal was requested to issue a work order to remove and dispose of the ashtrays. Phoenix was also reminded to call the OC Sheriff when encountering any individuals trespassing within the community.

The Directors reviewed the correspondence from the property manager for the Village center across the street in response to the Board's request to address the increase of homeless individuals who were congregating across the street from the community. It was noted that, due to the Board's concerns, a fence was now erected around all the vacant buildings to prevent trespassing problems.

VILLAGE  
CENTER  
VACANT  
PROPERTY

The Directors tabled review of the proposals from Robocam and Phoenix Patrol for a surveillance system and camera upgrades to the next Meeting.

SURVEILLANCE  
SYSTEM

Jim Glenn from the Landscape Committee was present to discuss landscaping matters. He stated that phase I of the landscaping upgrades had been completed and that they were working on phase II. He requested that Jennifer Thomas resign from the Committee, citing negativity and communication issues. Jennifer Thomas was present to state she would not resign. Mr. Glenn requested that the Board appoint Brenda Moyer to the Landscape Committee. A Motion was duly made, seconded, and unanimously carried to appoint Brenda Moyer to the Landscape Committee. Ms. Moyer was present and accepted the appointment.

LANDSCAPE  
COMMITTEE

Joe Hamby of Las Flores Landscape was present to provide details on the option of conducting turf replacement throughout the community in an effort to reduce water usage and curtail the rising costs of maintaining grass. He explained that the current rebate programs were offering a rebate of two dollars per square foot of removed turf, up to a total rebate of \$100,000.00, and that when replaced with drought-resistant plants, approximately 80 percent of the total project cost would be covered by the rebate funding. Mr. Hamby was requested to put proposals together with his recommendations for the community and to present them to the Board at the next Meeting.

TURF  
REPLACEMENT.

The Directors reviewed several landscape proposals. A Motion was duly made, seconded, and unanimously carried to approve the remaining items on the proposal from Las Flores Landscape dated August 14, 2014, for tree trimming items #2 - #5, in the amount of \$3,120.00, as item #1 had already been approved by the Maintenance Committee. A Motion was then duly made, seconded, and unanimously carried to approve proposal #5498 from Las Flores Landscape to remove the Brazilian pepper tree and stump grind per work order #25119, at a cost of \$375.00. Cardinal was requested to inform the vendor of the Board's decisions.

TREE  
TRIMMING/  
REMOVAL

The Pool Committee was presented with several photos of pool area items needing attention that Cardinal had observed during recent site inspections. Cardinal was requested to issue a work order to remove and discard the broken low pool table at the north pool, and to place the repair and replacement of the pool furniture on the February agenda for review and action.

POOL  
COMMITTEE

There was no report from the Website or Architectural Committees.

COMMITTEES

<p>A Motion was duly made, seconded, and unanimously carried to ratify the previously approved proposal from Scott English to repair the slab leak at 12746 Rosebrook Way at a total cost of \$1,312.50, the proposal from ProServ to repair the main line leak at 7737-J Ferndale at a cost of \$2,223.00, and the proposal from Las Flores Landscape to trim the sycamore trees throughout the community at a cost of \$7,205.00. Cardinal was instructed to forward the signed proposals to the vendors for their records.</p>	MAINT. COMMITTEE
<p>A Motion was duly made, seconded, and unanimously carried to approve the Minutes of the July 23, 2014, Regular Meeting as presented.</p>	APPROVAL OF MINUTES
<p>The Directors reviewed the July 2014 Financials. A Motion was duly made, seconded, and unanimously carried to accept the Financials as prepared, subject to audit.</p>	FINANCIAL REVIEW
<p>The Directors reviewed the delinquency report. A Motion was duly made, seconded, and unanimously carried to approve the Resolutions to Lien against the owners of accounts #CV-0010-0316-01 / APN #937-67-136 and #CV-0010-0439-02 / APN #937-67-260.</p>	AGING RPT. LIEN RESOLUTIONS
<p>The Directors discussed the Reserve Study. Cardinal was requested to inquire of the analyst why the projected reserves amount for asphalt overlay was excessively below the amount already held in reserves for the item, and if the designated amount was funded as suggested, to explain how the item would not be considered overfunded. As the Directors were planning to conduct a mid-month budget review session, Cardinal was requested to expedite the communication and forward the response and information from the analyst as soon as possible. The acceptance of the Reserve Study was tabled to the next Meeting.</p>	RESERVE STUDY
<p>The Directors tabled the approval of the 2014-2015 budget to the next Meeting, pending receipt of information from the reserve analyst.</p>	2014-2015 BUDGET
<p>The Directors tabled the proposals for the installation of electronic key locks on the pool, restroom, and entrance gates. Cardinal was requested to send a proposal request directly to Comlock Security Group to provide a proposal for the project.</p>	ELECTRONIC GATES
<p>The Directors reviewed the correspondence from Director Eagan regarding video conferencing Meeting options and the purchase of a wireless Hot Spot to facilitate Board Meetings when he could not be present. Upon discussion, it was determined that the items would not be purchased at the expense of the community, as it was preferred that all Directors be present at the Meetings.</p>	WIRELESS VIDEO CONFERENCING
<p>The Directors reviewed the information provided by Cardinal regarding the need to conduct a replacement of the VGB suction covers due to expiring life spans. It was confirmed that the covers required replacement, as the items that had been installed had a 5-year lifespan, according to the installer, and were due for replacement. The proposals for replacement were reviewed. Cardinal was requested to obtain the brand and lifespan information on the proposed replacement covers and add the items to the next agenda.</p>	VGB COMPLIANCE



The Directors reviewed the proposals to replace and install battery backup systems on the community gates. A Motion was duly made, seconded, and unanimously carried to approve the proposal dated August 14, 2014 from California Gate and Entry Systems to replace the three battery backup cells at the north entry and exit gates at a cost of \$323.85. It was determined that the installation of new battery backup systems at the south gate were not to be approved, as all residents could utilize the north entry and exit gates in the unlikely event of an extended power failure.

BATTERY  
BACKUP  
SYSTEMS  
ENTRY  
EXIT  
GATES

The Directors reviewed proposal #CV 12195 from Vinco Construction to conduct deck flashing repairs. A Motion was duly made, seconded, and unanimously carried to approve the proposal to conduct the repairs at 7730 Briarglen Loop, Unit N at a cost of \$525.00, to be charged to operating. Cardinal was requested to inform the vendor and the homeowners of the Board's decision.

REPAIR  
7730-N BGL  
FLASHING

The Directors reviewed proposal #CV 12308 from Vinco Construction to conduct drywall repairs after a plumbing leak. A Motion was duly made, seconded, and unanimously carried to approve the proposal to conduct the drywall repairs at 12746 Rosebrook at a cost of \$975.00, to be charged to operating. Cardinal was requested to inform the vendor and the homeowners of the Board's decision.

LEAK  
REPAIR  
12746  
ROSEBROOK

The Directors reviewed the proposals to conduct the 2014 audit and prepare the tax returns. A Motion was duly made, seconded, and unanimously carried to approve the proposal from Dan J. Leonard, III, to conduct the annual examination of the financial statements and prepare the tax returns at a cost of \$975.00. Cardinal was requested to inform the vendors of the Board's decision.

AUDITOR  
SELECTED

The information on the upcoming Cardinal Board Education course featuring "Hot Topics" was reviewed. No action was required.

BOARD ED  
COURSE

The Directors reviewed the correspondence from the property manager of account #CV-0010-0243-03 requesting reimbursement of excess water charges resulting from a plumbing leak. Cardinal was requested to notify the homeowner that the Board would only consider requests that included the exact amount of the reimbursement that the homeowner was requesting and that once received, the request would appear on the following Meeting agenda.

H/O CORRES.  
#0010-0243-03  
REIMBURSMT.

The Directors reviewed the correspondence from the owner of account #CV-0010-0492-01 requesting a waiver of the Rule that required old or previous decals be returned to the Association to receive new decals at no charge. A Motion was duly made, seconded, and unanimously carried to deny the request. Cardinal was requested to inform the owner that the Rule would not be waived and old decals would not be voided unless returned as required.

H/O CORRES.  
#0010-0492-01  
DECAL RULE

The Directors reviewed the correspondence from the owner of account #CV-0010-0286-03 requesting a waiver of the Rule that required old or previous decals be returned to the Association to receive new decals at no charge, and to refund \$50.00 paid by his tenant for a new decal. A Motion was duly made, seconded, and unanimously carried to deny the request.

H/O CORRES.  
#0010-0286-03  
DECAL RULE

Cardinal was requested to inform the owner that the Rule would not be waived and old decals would not be voided unless returned as required.

The Directors reviewed the correspondence from the owners of account #CV-0010-0273-03 requesting that the ant control frequency be increased due to repeated incidents of ant intrusions. Cardinal reported to the Board that an audit had been conducted on the current pest control services. It was discovered that services were not being conducted as contracted, and correspondence had been sent to the parent company to remedy the problems. Cardinal was requested to obtain bids for a new pest control vendor for review at the next Meeting.

H/O CORRES.  
#0010-0273-03  
PEST / ANT  
CONTROL  
SERVICES

The Directors reviewed the correspondence from the owner of account #CV-0010-0294-01, expressing concerns that his neighbors were not picking up after their pets and requesting the Association clean up pet waste. The Directors also reviewed a proposal from a pet waste removal company to investigate the cost of such a service. Upon discussion, it was determined that it was the homeowner's responsibility to pick up after their own pets and not an item that was appropriate for the use of Association funds. Cardinal was requested to inform the owner that the Association would not be assuming the responsibility for picking up pet waste and that, per his report, the neighbors with the accounts #CV-0010-0069-01 and #CV-0010-0070-05 would be requested to ensure that they have provided a litter box for their cats to use, as it was reported that they were using the common area planters, and the neighbor with the account #CV-0010-0062-02 would be requested to ensure that they picked up after their dog, as it was reported that they were not picking up after the pet.

H/O CORRES.  
#0010-0294-01  
PET WASTE

The Directors reviewed the correspondence and the photo from the owner of account #CV-0010-0288-04, appealing the prior decision of the Board to not replace the front door. It was noted that the prior decision had been based on the recommendation by the vendor that it was not required. Upon review of the photo provided, it was determined that the door damage noted in the photo had most likely not been caused by normal wear and tear or the elements, and appeared to have been damaged by the actions of an occupant or guest, which was the responsibility of the homeowner to remedy. Cardinal was requested to contact the owner to inform him of the Board's determination and to inquire whether the homeowner would like the Board to proceed with the replacement of the door, which would be at the homeowner's expense.

H/O CORRES.  
#0010-0288-04  
FRONT  
DOOR  
DAMAGE

There being no further business, the Meeting was adjourned at 8:25 p.m. to the Executive Session to review delinquent accounts and discuss legal matters.

ADJOURN

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 27, 2014, as approved by the Board Members in attendance of the Meeting.

\_\_\_\_\_  
Marisa Patterson, Secretary

\_\_\_\_\_  
Date