

CROSSPOINTE VILLAGE HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
JANUARY 25, 2012

The Regular Meeting of the Board of Directors of the Crosspointe Village Homeowners Association was held on Wednesday, January 25, 2012 at the Smoketree Clubhouse. The President, Jeff Gollin, called the Meeting to order at 6:40 p.m.

CALL TO
ORDER

Directors Present: Lisa Glenn (Via Telephonic Conference)
Jeff Gollin
Marisa Patterson

Directors Absent: Michael Foley

Representing Cardinal: Karen Holthe, CMCA, CCAM

Others Present: Lee Barbour
Chandler Jennings
Imogene Neisler
Mayela and Victor Ramirez, Phoenix Patrol

President Jeff Gollin opened the Homeowner Forum.

H.O. FORUM

Director Glenn left the meeting at 6:42 p.m.

DIR. GLENN

The owner of 7723 Meadowbrook Way was present to express concerns about the current lighting service company, as the light pole at Ramsdale was not yet replaced.

7723
MEADOWBRK.

The resident of 7739 Ferndale was present to request the gutters at the unit be repaired, as there was a hole in them. As the unit was over a carport, Cardinal was requested to issue a work order to repair the gutters.

7739
FERNDALE

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

H.O. FORUM

The scheduled Hearing was held for the member with account #CV-0010-0020-01 for failure to install locks on the storage units in carport #509. The homeowner was not present, but the real estate agent had been in contact with Cardinal, and 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
#0010-0020-01
CARPORT #509
LOCKS

The scheduled Hearing was held for the member with account #CV-0010-0020-01 for failure to remove the stored items from carport #509. The homeowner was not present, but the real estate agent had been in contact with Cardinal, and 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
#0010-0020-01
CARPORT #509
STORAGE

The scheduled Hearing was held for the member with account #CV-0010-0099-01 for failure to remove the stains from carport #838. The homeowner was not present, but 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
#0010-0099-01
CARPORT
STAINS

The scheduled Hearing was held for the member with account #CV-0010-0147-03 for failure to maintain the overgrown plants in the patio. The homeowner was not present. It was reported per the site inspection that the violation had not been corrected. A Motion was duly made, seconded and unanimously carried to impose a \$50.00 fine in accordance with the Association's Violation & Fine Policy, as the violation had not been corrected. Cardinal was requested to notify the owner of the Board's decision and call the owner to another Hearing at the next Meeting.

HEARING
#0010-0147-03
OVERGROWN
PLANTS

The scheduled Hearing was held for the member with account #CV-0010-0196-02 for repeatedly parking in the fire lane. The homeowner was not present, but it was reported that she had contacted Director Gollin to inform him that the offender was a frequent guest who had been unaware of the rules. She had assured the Director that the offenses would not continue. 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
#0010-0196-02
PARKING IN
THE FIRE LANE

The scheduled Hearing was held for the member with account #CV-0010-0218-05 for failure to install locks on the storage units in carport #646. The homeowner was not present. It was reported per the site inspection that 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, as the violation had not been corrected. Cardinal was requested to notify the owner of the Board's decision and call the owner to another Hearing at the next Meeting.

HEARING
#0010-0218-05
CARPORT #646

The scheduled Hearing was held for the member with account #CV-0010-0253-02 for failure to install locks on the storage units in carport #510. The homeowner was not present. It was reported per the site inspection that 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, as the violation had not been corrected. Cardinal was requested to notify the owner of the Board's decision and call the owner to another Hearing at the next Meeting.

HEARING:
#0010-0253-02
CARPORT #510

The scheduled Hearing was held for the member with account #CV-0010-0253-02 for failure to install locks on the storage units in carport #543. The homeowner was not present. It was reported per the site inspection that 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, as the violation had not been corrected. Cardinal was requested to notify the owner of the Board's decision and call the owner to another Hearing at the next Meeting.

HEARING:
#0010-0253-02
CARPORT #543

The scheduled Hearing was held for the member with account #CV-0010-0264-01 for failure to affix a vehicle decal to the windshield. The homeowner was not present. It was noted per the site inspection that the decal 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, as the violation had not been corrected. Cardinal was requested to notify the owner of the Board's decision and call the owner to another Hearing at the next Meeting.

HEARING:
#0010-0264-01
VEHICLE
DECAL

The scheduled Hearing was held for the member with account #CV-0010-0264-01 for failure to remove the stored items from carport #867. The homeowner was not present. It was noted per the site inspection that 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, as the violation had not been corrected. Cardinal was requested to notify the owner of the Board's decision and call the owner to another Hearing at the next Meeting.

HEARING
#0010-0264-01
CARPORT #867
STORED ITEMS

The scheduled Hearing was held for the member with account #CV-0010-0374-02 for failure to maintain the overgrown plant material. The homeowner was not present. A Motion was duly made, seconded and unanimously carried to impose a \$100.00 fine in accordance with the Association's Violation & Fine Policy, as it was noted per the site inspection that the violation had not been corrected. Cardinal was requested to notify the owner of the Board's decision, call the owner to another Hearing at the next Meeting, and to add that the owner would be financially responsible for any property damage or personal injury occurring as a result of the failure to maintain the plant material.

HEARING
#0010-0374-02
OVERGROWN
PLANTS

The scheduled Hearing was held for the member with account #CV-0010-0470-03 for failure to provide a city permit and signed final inspection documentation for prior architectural modifications. The homeowner was not present. It was reported that the paperwork had not been received, thus the violation had not been corrected. A Motion was duly made, seconded and unanimously carried to impose a \$50.00 fine in accordance with the Association's Violation & Fine Policy, as the violation had not been corrected. Cardinal was requested to notify the owner of the Board's decision and call the owner to another Hearing at the next Meeting.

HEARING
#0010-0470-03
ARCH. MODS.
WITHOUT
APPROVAL

Victor Ramirez and Mayela Ramirez from Phoenix Patrol were present. The recent incident reports were reviewed. As Phoenix Patrol was already utilizing cameras and photographs to document vehicle citations, the Board requested they begin documenting other incidents to send with the incident reports.

PHOENIX
PATROL

Director Gollin reported that he had not found an appropriate portable surveillance camera, as the styles he had located had severely limited battery lives and would not be appropriate for the community's use.

PORTABLE
SURVEILLANCE
CAMERA

It was noted that the planters on both sides of the main community entrance

LANDSCAPE

needed attention. Cardinal was requested to contact Las Flores to remedy the matter. Cardinal was also requested to send a third request to Las Flores to provide a proposal for the removal of the onion plants to another location and the planting of agapanthas along the wall of 12701 Northbrook.

COMMITTEE

It was reported that the west gate at the south pool was not closing, and the east gate was in need of a locksmith, as the lock was unable to be opened with a key. Cardinal was requested to issue work orders to send a contractor to the west gate and a locksmith to the east gate. It was also reported that the men's room at the north pool had graffiti inside. Cardinal was requested to ask PrimeCo to paint inside the men's room. There was also no paper in the same restroom. Cardinal was also requested to issue a reminder to the janitorial company to ensure there were enough supplies in the restrooms, as the usage was up due to the construction project workers also using the facilities.

POOL
COMMITTEE

There were no Website or Architectural Committee reports. The matter of forming a Maintenance Committee was tabled to the February Meeting.

COM. REPORTS

A Motion was duly made, seconded and unanimously carried to approve the Minutes of the December 15, 2011 Regular Meeting as written.

APPROVAL
OF MINUTES

A Motion was duly made, seconded and unanimously carried to accept the December 23, 2011 Action Without A Meeting to approve proposal #450 dated December 22, 2011 from Scott English Plumbing to repair the main water service pipe at 12614 Moordale Circle at a cost not to exceed \$550.00, to be charged to reserves.

AWOM:
MAIN LINE
LEAK
MOORDALE

A Motion was duly made, seconded and unanimously carried to accept the December 29, 2011 Action Without A Meeting to approve proposal #458 dated December 28, 2011 from Scott English Plumbing to repair the main water service pipe at 7706 Lansdale Circle at a cost not to exceed \$550.00, to be charged to reserves.

AWOM:
MAIN LINE
LEAK
LANSDALE

A Motion was duly made, seconded and unanimously carried to accept the December 2011 Financial Statement, as presented, subject to audit.

FINANCIAL
REVIEW

The Directors discussed the delinquent resident report. A Motion was duly made, seconded and unanimously carried to record a lien on delinquent account #CV-0010-0383-02/APN #937-67-096.

DELINQUENCY
LIEN
RECORDED

The Directors discussed the PrimeCo Painting & Construction project progress. Cardinal was requested to locate and report to the Board the date the second contract with PrimeCo had been signed, as there were some concerns about the replacement of a few door jambs that were reportedly not included in the bid. It was also reported that on the condo side of the community, the rain gutters were painted differently. Director Patterson volunteered to forward photos and Cardinal was requested to forward the photos to PrimeCo for resolution in the matter.

WOOD/PAINT
PROJECT

The proposals from Three Phase Electric and from Peak Lighting for lighting service and maintenance were reviewed. A Motion was duly made, seconded and unanimously carried to approve the proposal for once a month service from Peak Lighting, at a monthly cost of \$195.00 for labor plus materials, with the stipulation that the prices of the materials be reduced by ten percent. The proposal from Three Phase Electric was denied, and the previously reviewed proposals from Mor-Watts and Comet Electric were also denied. Cardinal was requested to notify all bidders of the Board's decision. Cardinal was also requested to give a thirty-day notice to cancel the services of Service 1st/Horizon Lighting, and to request that the light pole and fixture that were removed from Ramsdale be returned to the Association.

LIGHTING
SERVICE
PROPOSALS

The reserve study proposals from Foresight Financial Services, Advanced Reserve Solutions, and Reserve Data Analysis were reviewed. A Motion was duly made, seconded and unanimously carried to approve the proposal from Foresight Financial Services to conduct the reserve study, without an on-site inspection, at a cost of \$975.00. Cardinal was requested to notify the vendors of the Board's decision.

RESERVE
STUDY
PROPOSALS

The Directors reviewed the proposal from Vinco to conduct the fence repair at 12704 Northbrook. Director Gollin reported that the damage to the fence from the falling tree had been reviewed at the last PrimeCo work inspection walk-through, and Bill Butler from PrimeCo had volunteered to repair the fence at no charge. The proposal from Vinco was, therefore denied. Cardinal was requested to notify Vinco of the Board's decision, and to contact PrimeCo to coordinate the repair of the fence.

12704
NORTHBROOK
FENCE REPAIR

The Directors reviewed the proposal from Vinco to replace the utility door at 12621 Moordale, Unit A. As there was a multi-door proposal later on the agenda, and the addresses of the doors included in that proposal were not provided yet, the proposal from Vinco was tabled to the next Meeting. Cardinal was requested to notify the vendor of the Board's decision.

12621 – A
MOORDALE
UTILITY DOOR

The Directors reviewed the proposal from Royal Roofing to replace two damaged dormer vents at 7729 Crestbrook. A Motion was duly made, seconded and unanimously carried to approve the proposal dated January 3, 2012, to conduct the roof repair as detailed on the proposal, at a cost not to exceed \$360.00, to be charged to operating. Cardinal was requested to notify the vendor of the Board's decision.

7729
CRESTBROOK

The Directors reviewed the proposals from PrimeCo and Vinco to conduct utility door replacements at 17 units, and replacement of eight door jambs. A Motion was duly made, seconded and unanimously carried to approve the proposal #110211jp1200-R from PrimeCo, with the stipulation that the price for each double door detailed in item #1 be priced at \$1,100.00, the price for each single door detailed in item #2 be priced at \$775.00, and the price for the removal and replacement of the eight door jambs identified in item #3 be priced at \$200.00. A Motion was then made to approve proposal CV 7094 from Vinco to conduct the stated utility door replacements, at a cost per double door set of \$1,095.00 and a single door at \$765.00, if PrimeCo were to refuse the price reductions on their proposal. Cardinal was

UTILITY
DOORS
REPLACED

requested to contact PrimeCo to communicate the Board's decision, and if PrimeCo did not agree to the price changes, to contact Vinco to notify them of the Board's approval.

The Directors reviewed the proposals from Ben's Asphalt & Maintenance and from Vinco Construction to paint numbers on all the parking spaces within the community. It was reported that Phoenix Patrol was also planning to provide a proposal for the project by the next Meeting. The matter was tabled until the slurry sealing of the asphalt was to be discussed, which would take place after the conclusion of the wood replacement and painting project. Cardinal was requested to notify the vendors that the project was tabled.

PARKING
SPACE
MARKING

The Directors reviewed the correspondence from the owner of account #CV-0010-0027-01 regarding the parking rule changes recently enacted. Cardinal was requested to notify the member that the 72 hour parking rule had been in effect since the inception of the parking rules, and his other suggestions were taken under advisement.

H.O. CORRES.
#0010-0027-01
PARKING
RULES

The Directors reviewed the correspondence from the owner of account #CV-0010-0081-07 responding to a dog waste violation letter received. Cardinal was requested to thank the owner for her correspondence, but remind the owner if another dog waste incident was reported, she would be called to a Hearing in the matter. Cardinal was also requested to notify the reporting party that a letter had been sent to the violating party, and that if another incident was witnessed, to notify management so the dog owner could be called to a Hearing.

H.O. CORRES.
#0010-0081-07
DOG WASTE
VIOLATION

The Directors reviewed the correspondence from the owner of account #CV-0010-0161-02 requesting a late fee be waived from her assessment account. A Motion was duly made, seconded and unanimously carried to deny the request to waive the late fee, as prior late fees had been credited by the Board, and the owner's own payment vendor specifically stated the date was an "estimated" date of payment. Cardinal was requested to notify the owner of the Board's decision and remind her to set her automatic payments to an earlier date to avoid future late fees.

H.O. CORRES.
LATE FEE
#0010-0161-02

The Directors reviewed the correspondence from the owner of account #CV-0010-0257-01 requesting that late fees be waived from his assessment account. A Motion was duly made, seconded and unanimously carried to deny the request to waive the late fees. Cardinal was requested to notify the owner of the Board's decision and remind him to set his automatic payments to an earlier date to avoid future late fees.

H.O. CORRES.
LATE FEE
#0010-0257-01

A Motion was duly made, seconded and unanimously carried to move the discussion on the homeowner correspondence from the owners of accounts #CV-0010-0115-01 and #CV-0010-0162-01 to Executive Session as they were of a legal nature.

H.O. CORRES.
EXEC. SESSION

The Directors reviewed the correspondence from the owner of account #CV-

H.O. CORRES.

0010-0371-01 requesting the street numbers be replaced on her unit. Cardinal was requested to refer the owner to PrimeCo customer service to resolve the matter.

ST. NUMBS.
#0010-0371-01

The Directors reviewed the correspondence from the owner of account #CV-0010-0389-02 complaining about a neighbor not using their carport. Cardinal was requested to notify the owner that the neighbor had been sent a letter regarding the correction of the matter.

H.O. CORRES.
CARPORT
#0010-0389-02

The Directors reviewed the correspondence from the owner of account #CV-0010-0433-02 questioning the recently adopted rule about the restriction of attaching items to the siding of the buildings. Cardinal was requested to notify the owner that it was only the brown hardwood siding that was changed by the rule, and that owners could still attach items to the white trim.

H.O. CORRES.
SIDING RULE
#0010-0433-02

The Directors reviewed Cardinal's Annual Disclosure Notice. No action was required.

DISCLOSURE

The Directors reviewed the CAI-CLAC information and request to participate in the 2012 Buck-A-Door Campaign. A Motion was duly made to deny the request.

CAI-CLAC
DONATION

It was noted an Executive Session was held following the December 2011 Regular Meeting to review and discuss legal issues and delinquency matters.

EXEC. SESS.

There being no further business, the Meeting was adjourned to the Executive Session at 8:12 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 January 25, 2012 as approved by the Board Members in attendance of the Meeting.

Marisa Patterson, Secretary

Date