

CROSSPOINTE VILLAGE HOMEOWNERS ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS  
JANUARY 27, 2021

The Regular Meeting of the Board of Directors of the Crosspointe Village Homeowners Association was held on Wednesday, January 27, 2021, via teleconference, meeting ID# 991-5288-7456. Director Jennifer Thomas called the Meeting to order at 6:45 p.m.

CALL TO  
ORDER

Directors Present:           Jeff Jones  
                                     Jennifer Thomas  
                                     Berna Valenzuela

Directors Absent:           Marisa Patterson  
                                     Kathleen Shannon

Representing Cardinal:    Theresa Hirschman, Account Manager  
                                     April Dana, Assistant Account Manager

Others Present:            See attached

George Gonzales of Phoenix Patrol was present to provide a patrol report. Mr. Gonzales reported on the recent car break ins. He advised they had extra patrols to search for the person who was committing the break ins. The first report was received at 9:00 p.m. and all residents were advised to call the police. Additionally, it was determined that all deliveries were to be called in to the gate.

PHOENIX  
PATROL

The patrol reports provided were reviewed by the Board. No action was required.

PATROL  
REPORTS  
H/O FORUM

Director Thomas opened the Homeowner Forum.

The owner of 12618 Cleardale Circle was present to suggest that a neighborhood watch group be created and increase lighting in the community as he felt it would help with issues in the neighborhood.

12618  
CLEARDALE CIR.

The owner of 12651 Briarglen Loop Unit M was present to inquire how site inspections were conducted and if the inspector was walking up the stairs to inspect the patio areas as she felt that she had received an abundance of violation letters.

12651  
BRIARGLEN  
UNIT M

The owner of 7720 Riverdale Unit G was present to advise that the violation letters she received regarding her dog were untrue as she never walks her dog without a leash and the dog was not a nuisance.

7720 RIVERDALE  
UNIT G

The owner of 12660 Briarglen Loop Unit H was present to suggest that adding unit letters to the outside of the units would help to identify units so that it was not confusing for visitors. He also inquired if cameras were permitted to be installed in the community by homeowners. The Board advised the homeowner to submit an architectural application for both inquiries as they were exterior changes.

12660  
BRIARGLEN  
UNIT H

The owner of 7730 Briarglen Loop Unit H was present to inquire about an architectural application she had submitted. The Board advised the application was on the

7730  
BRIARGLEN

agenda for discussion and approval.

The owner of 7770 Youngdale Unit H was present to express concerns regarding the security and landscaping in the community.

The owner of 12615 Briarglen Loop Unit H was present to advise that she felt the violation letters being sent were petty and unnecessary and that the trees in the community needed to be trimmed as they were hanging over the buildings.

The owner of 12651 Briarglen Loop Unit L was present to inquire when his deck would be repaired as nothing had been done at this point. The Board advised the proposal was on tonight's agenda for approval.

The owner of 12737 Mistybrook was present to advise she had received a violation letter for a skateboard ramp in the community. Additionally, she suggested that a play area should be established in the community for children.

The tenant who lived at 7737 Ferndale Unit M was present to advise she had received a violation notice for a broom on the balcony which she felt was petty. She also advised that the landscapers were blowing leaves under her gate on to her property

The owner of 7778 Ramsdale was present to advise there were bees swarming at the pool area and that there were residents in the community who were feeding the stray cats. The Board advised the homeowner to report the bees to Cardinal Property Management. The Board also advised that he should report the stray cats to animal control.

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

The scheduled Hearing was held for the homeowner with account #CV1014415 for smoking in the community. The homeowner was not present. A Motion was duly made, seconded, and unanimously carried to impose a \$200.00 fine in accordance with the Association's Violation and Fine Policy and call the owner to a Hearing at the next Board Meeting. Cardinal was directed to notify the homeowner and schedule a Hearing for the February Board Meeting.

The scheduled Hearing was held for the homeowner with account #CV1014465 for unapproved modifications. The owner was present. A Motion was duly made, seconded, and unanimously carried to table the violation to the next Board Meeting. Cardinal was directed to notify the homeowner and schedule a Hearing for the February Board Meeting.

The scheduled Hearing was held for the homeowner with account #CV1021587 for unapproved modifications. The owner was not present. A Motion was duly made, seconded, and unanimously carried to impose a \$50.00 fine in accordance with the Association's Violation and Fine Policy and call the owner to a Hearing at the next Board

UNIT H

7770  
YOUNGDALE  
UNIT H  
12615  
BRIARGLEN  
UNIT H

12651  
BRIARGLEN  
UNIT L

12737  
MISTYBROOK

7737 FERNDALE  
UNIT M

7778 RAMSDALE

H/O FORUM  
CLOSED

HEARING  
CV1014415

HEARING  
CV1014465

HEARING  
CV1021587

Meeting. Cardinal was directed to notify the homeowner and schedule a Hearing for the February Board Meeting.

The scheduled Hearing was held for the homeowner with account #CV1012753 for smoking in the community. The owner was not present. A Motion was duly made, seconded, and unanimously carried to impose a \$200.00 fine in accordance with the Association's Violation and Fine Policy and call the owner to a Hearing at the next Board Meeting. Cardinal was directed to notify the homeowner and schedule a Hearing for the February Board Meeting.

HEARING  
CV1012753

The scheduled Hearing was held for the homeowner with account #CV1019066 for smoking in the community. The owner was present to advise that he spoke to an attorney, the tenant had moved, and the unit was for sale. He also asked the Board to reconsider waiving the fines previously imposed. A Motion was duly made, seconded, and unanimously carried to table the violation to the next Board Meeting. Cardinal was directed to notify the homeowner and schedule a Hearing for the February Board Meeting.

HEARING  
CV1019066

The scheduled Hearing was held for the homeowner with account #CV1012922 for failure to trim plant material. The owner was not present. A Motion was duly made, seconded, and unanimously carried to close the violation. Cardinal was directed to notify the homeowner of the Board's decision.

HEARING  
CV1012922

The scheduled Hearing was held for the homeowner with account #CV1010495 for a wire hanging from the unit. The owner was not present. A Motion was duly made, seconded, and unanimously carried to impose a \$200.00 fine in accordance with the Association's Violation and Fine Policy and call the owner to a Hearing at the next Board Meeting. Cardinal was directed to notify the homeowner and schedule a Hearing for the February Board Meeting.

HEARING  
CV1010495

The scheduled Hearing was held for the homeowner with account #CV1014007 for items being stored on the back patio. The owner was not present. A Motion was duly made, seconded, and unanimously carried to impose a \$200.00 fine in accordance with the Association's Violation and Fine Policy and call the owner to a Hearing at the next Board Meeting. Cardinal was directed to notify the homeowner and schedule a Hearing for the February Board Meeting.

HEARING  
CV1014007

There was no report provided by the Pool Committee.

POOL COMM.

The Landscape Committee provided a general report noting they had reviewed the site walk report and the Las Flores Landscape contract.

LANDSCAPE  
COMM.

The Board reviewed the landscape maintenance contracts. A Motion was duly made, seconded, and unanimously carried to table the proposals to the February agenda.

LANDSCAPE  
PROPOSALS

There was no report provided by the Website Committee.

WEBSITE COMM.

The Board reviewed the architectural report and an architectural application form the owner with account #CV1011323. A Motion was duly made, seconded, and unanimously carried to approve the application. Cardinal was directed to notify the homeowner of the Board's decision.	ARCHITECTURAL COMM.
A Motion was duly made, seconded, and unanimously carried to ratify the proposals from Las Flores to trim trees at a cost of \$1,000.00, Partner's Plumbing for repairs at 7705 Westbrook at a cost of \$1,956.00, O.C.B.S. for repairs at 7701 Lansdale at a cost of \$1,117.13, O.C.B.S. for repairs at 12671 Briarglen Loop Unit I at a cost of \$2,157.00, and Las Flores to trim trees at a cost of \$2,925.00.	MAINTENANCE COMM.
A Motion was duly made, seconded, and unanimously carried to approve the November 18, 2020 Regular Meeting Minutes, as written.	APPROVAL OF MINUTES
A Motion was duly made, seconded, and unanimously carried to approve the December 16, 2020 Special Meeting Minutes, as written.	APPROVAL OF MINUTES
The Directors reviewed the November and December 2020 Financial Statements. A Motion was duly made, seconded, and unanimously carried to accept the November and December 2020 Financial Statements as submitted, subject to audit.	FINANCIAL REVIEW
The Board reviewed the aging report. No action was required.	AGING REPORT
The Board reviewed a Resolution to record a lien for the owner with account #CV1014053. A Motion was duly made, seconded, and unanimously carried to approve the Lien Resolution for CV1014053/APN#937-672-90.	LIEN REVIEW CV1012097
The Board reviewed the payment plan request from the owner with account CV1014053. A Motion was duly made, seconded, and unanimously carried to approve the requested plan. Cardinal was directed to notify	PAYMENT PLAN CV1014053
A Motion was duly made, seconded, and unanimously carried to accept the audit review for the fiscal year ended October 31, 2020, as presented by Inouye, Shively, Klatt, and McCorvey. Cardinal was requested to send the audit to the membership as required by law.	AUDIT APPROVAL
The Board reviewed the Pilot Painting draft contract. A Motion was duly made, seconded, and unanimously carried to approve the draft contract. Cardinal was directed to notify Ross Construction Management of the Board's decision.	PROJECT MANAGEMENT PROPOSAL
The proposal from Ace Sweeping Service was tabled to the February 2021 agenda.	STREET SWEEP PROPOSAL
The Board reviewed the proposed rules; Emergency Pool Rules, Hearing and Fine Schedule, Rules and Regulation, and Election Rules. It was noted that the rules had been posted for general delivery to the membership for a twenty-eight day comment period as required by law, and no comments had been received. A Motion was duly made,	RULES ADOPTED

seconded, and unanimously carried to adopt all of the reviewed rules as drafted. Cardinal was directed to distribute the new rules to the membership via general notice.

The Board reviewed proposals from Accurate Termite. A Motion was duly made, seconded, and unanimously carried to approve termite repair proposals #58908 for 7702 Westbrook Way at a cost of \$1,795.00, #61839 for 7775 Ramsdale at a cost of \$2,546.00, #61807 for 12651 Briarglen Unit H at a cost of \$1,298.00, and #61106 for 12660 Briarglen Unit H at a cost of \$414.00. Cardinal was directed to notify the vendor of the Board's decision.

ACCURATE  
TERMITE REPAIR  
PROPOSALS

The Board reviewed proposals from O.C.B.S. A Motion was duly made, seconded, and unanimously carried to approve #23496 for wood trim repairs at 12681 Ferndale at a cost of \$1,250.00, #23551 for a utility door replacement at 12671 Briarglen Unit I at a cost of \$1,925.00, #23566 for a gutter replacement at 12653 Scottsdale at a cost of \$2,816.00, and #2347R1 for fence repairs at 12671 Briarglen Unit I at a cost of \$1,250.00. Additionally, it was noted that proposals #23518 and 2964 were tabled to the February agenda. Cardinal was directed to notify the vendor of the Board's decision.

O.C.B.S.  
REPAIR  
PROPOSALS

The Board reviewed a proposal from O.C.B.S. and PCW Contracting for garage post repairs at 7701 Westbrook. A Motion was duly made, seconded, and unanimously carried to approve the proposal from PCW Contracting at a cost of \$2,280.00. Cardinal was directed to notify the vendors of the Board's decision.

7701 WESTBROOK  
GARAGE REPAIRS

The Reserve Study proposals were tabled to the February agenda.

RESERVE STUDY

The Board reviewed the Annual Meeting preparation form provided by Cardinal Property Management. A Motion was duly made, seconded, and unanimously carried to appoint a homeowner volunteer as the Inspector of Election and set the record date for March 28, 2021. The Directors confirmed the Annual Meeting was to be held on Wednesday, April 28, 2021 via a teleconference meeting.

ANNUAL  
MEETING  
PREP FORM

The Board reviewed a proposal from PCW Contracting for interior repairs at 7705 Westbrook. A Motion was duly made, seconded, and unanimously carried to approve the proposal from PCW Contracting at a cost of \$1,190.00. Cardinal was directed to notify the vendor of the Board's decision.

7705 WESTBROOK  
INTERIOR  
REPAIRS

The guard shack security discussion was tabled to the February agenda.

GUARD SHACK

The Directors reviewed correspondence from the owner with account #CV1012045 requesting a reimbursement on the home water bill. The item was tabled to the February agenda as more information was needed. Cardinal was directed to request the amount requested for reimbursement and place the item on the February agenda.

H/O CORR.  
CV1012045

The Directors reviewed correspondence from the owner with account #CV1010382 complaining about residents who were smoking in the community. The Board advised they were following the Violation and Fine Policy to enforce the smoking policy.

H/O CORR.  
CV1010382

The Directors reviewed correspondence from the owner with account #CV1011429 requesting a vehicle variance for a decal. A Motion was duly made, seconded, and unanimously carried to approve the vehicle variance. Cardinal was directed to notify the resident of the Board's decision.

H/O CORR.  
CV1011429

The Directors reviewed correspondence from the owner with account #CV1011843 regarding deck repairs in the community. Cardinal was directed to advise the homeowner that the correspondence would be taken under consideration.

H/O CORR.  
CV1011843

The Directors reviewed correspondence from the owner with account #CV1014175 regarding the assessment increase. Cardinal was directed to notify the homeowner that the correspondence would be taken under consideration.

H/O CORR.  
CV1014175

The Directors reviewed correspondence from the owner with account #CV1014178 requesting a home business permit approval. A Motion was duly made, seconded, and unanimously carried to approve the home business permit. Cardinal was directed to notify the homeowner of the Board's decision.

H/O CORR.  
CV1014178

The Directors reviewed correspondence from the owner with account #CV1014770 reporting that she had seen landscapers in the community without masks while working. Cardinal was directed to send a letter to Las Flores Landscape to request that all landscapers working on site wear masks.

H/O CORR.  
CV1014770

The Directors reviewed correspondence from the owner with account #CV1014757 requesting a fine waiver in the amount of \$200.00. Cardinal was directed to notify the homeowner of the Board's decision.

H/O CORR.  
CV1014974

The Directors reviewed correspondence from the owner with account #CV1014982 responding to a violation notice she received regarding her dog. No action was required.

H/O CORR.  
CV1014982

The Work Order and Site Inspection reports were reviewed. No action was required.

REPORTS  
REVIEW

There being no further business, the Meeting was adjourned at 8:30 p.m. to the Executive Session.

ADJOURN

Submitted by: April Dana, Assistant Account Manager

SUBMITTED

ATTEST:

ATTEST

\_\_\_\_\_  
Jennifer Thomas, 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 27, 2021, as approved by the Board Members in attendance of the Meeting.

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

\_\_\_\_\_  
Date

DRAFT