

CROSSPOINTE VILLAGE HOMEOWNERS' ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
JULY 28, 2021

The Regular Meeting of the Board of Directors of the Crosspointe Village Homeowners Association was held on Wednesday, July 28, 2021 at the Smoketree Clubhouse and via teleconference, Meeting ID# 991-5288-7456. Director Jennifer Thomas called the Meeting to order at 6:32 p.m.

CALL TO
ORDER

Directors Present: Marisa Patterson
Logan Stover
Jennifer Thomas
Berna Valenzuela

Directors Absent: Jeff Jones

Representing Cardinal: Theresa Hirschman, CMCA, AMS, PCAM
Senior Account Manager
April Dana, Account Manager

Others Present: Anthony Roche
Lakshmi Das
Laura Riney
Sara Solarez
Mayela Ramirez, Phoenix Patrol

It was announced the Board met in Executive Session following the Regular Meeting on June 23, 2021 to discuss legal matters.

EXEC. SESS.
ANNOUNCEMENT

The scheduled Hearing was held for the owner with account CV1014012 for patio maintenance. 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 and Fine Policy and schedule another Hearing. Director Stover was opposed. Cardinal was directed to notify the owner of the Board's decision and schedule a Hearing for the next Meeting.

HEARING
CV1014012

The scheduled Hearing was held for the owner with account CV1012449 for patio maintenance. The owner was present. A Motion was duly made, seconded, and unanimously carried to close the violation, as the matter had been corrected.

HEARING
CV1012449

The scheduled Hearing was held for the owner with account CV1021710 for failure to remove the plant in the common area. The owner was not present. A Motion was duly made, seconded, and unanimously carried to close the violation, as the matter had been corrected.

HEARING
CV1021710

The scheduled Hearing was held for the owner with account CV1010369 to remove or replace the window tint on the large front window. The owner was not present. A Motion was duly made, seconded, and unanimously carried to close the violation, as the matter had been corrected.

HEARING
CV1010369

The scheduled Hearing was held for the owner with account CV1011844 for no helmet while riding a bicycle, scooter, or rollerblading/roller skating within the community. The owner was not present. A Motion was duly made, seconded, and unanimously carried to impose a onetime only \$100.00 fine in accordance with the Association's Violation and Fine Policy. No future Hearing was required at this time unless additional incidences were reported. Cardinal was directed to notify the owner of the Board's decision.

HEARINGS
CV1011844

The scheduled Hearing was held for the owner with account CV1011844 for utilizing the garage for storage. The owner was not present. A Motion was duly made, seconded, and unanimously carried to table the matter at this time. Cardinal was directed to notify the owner of the Board's decision and schedule a Hearing for the next scheduled Meeting to review the matter.

The scheduled Hearing was held for the owner with account CV1014004 for failure to remove the charcoal barbeque. The owner was not present. A Motion was duly made, seconded, and unanimously carried to close the violation, as the matter had been corrected.

HEARINGS
CV1014004

The scheduled Hearing was held for the owner with account CV1014004 for failure to remove the lights on fence. The owner was not present. 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 and Fine Policy and schedule another Hearing. Director Stover was opposed. Cardinal was directed to notify the owner of the Board's decision and schedule a Hearing for the next Meeting.

The scheduled Hearing was held for the owner with account CV1014004 for no helmet while riding a bicycle, scooter, rollerblading/roller skating within the community. The owner was not present. A Motion was duly made, seconded, and carried to impose a onetime only \$100.00 fine in accordance with the Association's Violation and Fine Policy. Director Stover was opposed. No future Hearing was required at this time unless additional incidences were reported. Cardinal was directed to notify the owner of the Board's decision.

The scheduled Hearing was held for the owner with account CV1020937 for the installation of a pet door in the front door. The owner was not present. A Motion was duly made, seconded, and carried to impose a \$100.00 fine in accordance with the Association's Violation and Fine Policy and schedule another Hearing. Director Stover was opposed. Cardinal was directed to notify the owner of the Board's decision and schedule a Hearing for the next Meeting.

HEARING
CV1020937

The scheduled Hearing was held for the owner with account CV1021441 for unauthorized installation of cameras. The owner was not present. A Motion was duly made, seconded, and unanimously carried to take no action at this time as a Hearing was scheduled for the August Meeting.

HEARING
CV1021441

The scheduled Hearing was held for the owner with account CV1014605 for a parking violation/wrong decal. The owner was not present. As the violation had not been corrected and no response had been received, a Motion was duly made, seconded, and carried to impose a \$100.00 fine in accordance with the Association's Violation and Fine Policy and schedule another Hearing. Director Stover was opposed. Cardinal was directed to notify the owner of the Board's decision and schedule a Hearing for the next Meeting.

HEARING
CV1014605

President Thomas opened the Homeowner Forum.

H/O FORUM

The owner with account CV1014974 was present to discuss personal cameras/Ring doorbell etc. regarding a neighbor-to-neighbor issue.

H/O ACCOUNT
CV1014974

The owner with account CV1014614 was present to discuss concerns regarding the paint contractor; specifically, the bottom stair boards, the eaves, a crack in buildings near the front door and/white colored spots of paint on the railings. The Board advised the Project Manager would be notified.

H/O ACCOUNT
CV1014614

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

H/O FORUM
CLOSED

Mayela Ramirez of Phoenix Patrol was present to provide the gate attendant report. Ms. Ramirez reported two new employees were hired and were in the process of learning and working at the Association, and all current Association Rules and Regulations were being enforced.

PHOENIX
PATROL

The Directors reviewed the Pool Committee Report. A Motion was duly made, seconded, and unanimously carried to table the proposal from Aquatrends for the pool sign replacement project until two additional proposals were received. It was noted all proposals were to include photographs of the proposed signage.

POOL
COMMITTEE

The Directors reviewed the Landscape Committee Report. Cardinal was requested to obtain tree replacement proposals for all areas where trees were recently removed.

LANDSCAPE
COMMITTEE

There was no report provided by the Website Committee.

WEBSITE COMM.

There was no report provided by the Architectural Committee.

ARCH. COMM.

The Directors reviewed the Maintenance Committee Report/Proposals. A Motion was duly made, seconded, and unanimously carried to ratify the approval of the following proposals:

MAINTENANCE
COMMITTEE/
REPORT/
PROPOSAL
APPROVAL

- Proposal P-6415-1 from Partners Plumbing for stucco and shear wall repair at 7774 Cleardale Circle at a cost of \$4,350.00.
- June 16, 2021, proposal from PCW Contracting Services to complete dry-rot repairs/re-surface the entry deck at 7703 Lansdale Circle at a cost of \$2,235.00.

A Motion was duly made, seconded, and carried to approve the Minutes of the June 23, 2021 Regular Meeting as presented. Director Valenzuela abstained as she was not present at the Meeting.

APPROVAL OF
MINUTES

The Directors confirmed the monthly review of the Financial Statement. A Motion was duly made, seconded, and unanimously carried to accept the June 2021 Financial Statement as submitted, subject to audit.

FINANCIAL
REVIEW

The Directors reviewed the Aging Report. No action was required.

AGING REPORT

The Directors reviewed the 2021-2022 Draft Budget. It was noted a \$19.00 assessment increase was recommended due to the increase of reserve contributions, as well as an increase in general operating expenses. Cardinal was requested to schedule a Budget Meeting in August 2021 to discuss the following items:

2021-2022
BUDGET

- Anticipated reserve amounts next year if assessments increased \$19.00/month
- Break down operating expenses with a \$19.00 increase/month
- Break down reserve expenses with a \$19.00 increase/month

The Directors reviewed the updated Project Manager Report from Ross Construction Management:

PROJECT
MANAGER
UPDATE/REVIEW

- Cardinal was requested to research the carport ceiling repairs at 7701 Lansdale Circle to determine if Cardinal was notified of a leak at this address. Once determined, Cardinal was requested to determine the cost responsibility of this repair and if it was determined to be the owner's responsibility to advise them that they were responsible and their assessment account would be charged the repair cost.
- It was agreed the repairs to carport 841 at 1265 Briar Loop, Unit G were approved.

The Directors reviewed the Proposed Ramp Rule Change. It was noted 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, seconded, and unanimously carried to adopt the Ramp Rule Change as drafted. Cardinal was requested to distribute the new rule to the membership via general notice.

PROPOSED RAMP
RULE CHANGE

The Directors reviewed the Proposed Doorbell Camera Rule. It was noted 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, seconded, and unanimously carried to adopt the Doorbell Camera Rule Change as drafted with the following revisions to clarify the allowed type/size/shape of the subject camera. [REMOVE THE WORD SHAPE FROM THE RULES]. Cardinal was requested to distribute the new rule[s] to the membership via general notice.

PROPOSED DOOR-
BELL/CAMERA
RULE

The Directors reviewed the proposal from The W.C. Friend Company. A Motion was duly made, seconded, and unanimously carried to deny the proposal from the W.C. Friend Company regarding gate operators.

THE W.C. FRIEND
COMPANY
PROPOSAL

The Directors discussed the children's play area. Cardinal was requested to remove this item from all future Meeting Agendas.

CHILDREN'S
PLAY AREA

The Directors discussed the matter of crow deterrents. Cardinal was requested to remove this item from all future Meeting Agendas. Cardinal was additionally requested to add "crow deterrents" to the month of March of the 2022 Annual Calendar.

CROW
DETERRENT

The Directors reviewed the proposals from OCBS, Inc. and PCW Contracting. A Motion was duly made, seconded, and unanimously carried to approve the proposal from PCW Contracting for the deck repairs at 12165 Briarglen, Unit J at a cost of \$2,775.00. The cost was to be charged to reserves.

DECK REPAIRS
12615 BRIARGLEN
UNIT J

The Directors reviewed the proposal from OCBS, Inc. regarding the community wide fire sprinkler cover replacement. A Motion was duly made, seconded, and unanimously carried to table the matter to determine if this was an aesthetic issue or a repair issue. Cardinal was requested to obtain a second proposal, to include photographs and request photographs from OCBS, Inc.

FIRE SPRINKLER
COVER REPLACE

The Directors reviewed the proposal from PCW Contracting. A Motion was duly made, seconded, and unanimously carried to approve the proposal from PCW Contracting for stair tread replacement at 7703 Lansdale Circle at a cost of \$2,470.00. The cost was to be charged to reserves.

STAIR TREAD
REPLACE
7703 LANDSDALE

The Directors discussed the Association's pest plan. A Motion was duly made, seconded, and unanimously carried to issue a notice to all owners and residents advising anyone reported feeding the feral cats would be called to an immediate Hearing at which fines could be imposed.

PEST PLAN
DISCUSSION

Cardinal was requested to remind Las Flores Landscape of the standing order advising all landscape technicians to remove all pet food found in the common areas, including behind bushes and plant material, and to fill all holes/dens in the common areas.

The Directors reviewed the CPM Board Education Class Flyer. Cardinal was requested to register Directors Stover and Valenzuela.

CPM BOARD
ED. CLASS

The Directors reviewed the correspondence from the owner with account CV1012680 regarding a neighbor noise complaint. A Motion was duly made, seconded, and unanimously carried to send a courtesy notice to the owner with account CV1020937.

H/O CORRESP.
CV1012680

The Directors reviewed the correspondence from the owner with account CV111054 regarding a neighbor nuisance issue. Cardinal was requested to thank the owner for the information and advise them that they were welcome to seek legal action if necessary. Additionally, the owner was to be advised that violation notices would be sent to all reported owners that continued to place cat food in the common area.

H/O CORRESP.
CV111054

The Directors reviewed the correspondence from the owner with account CV1012188 suggesting the installation of Native Milkweed around the Association's perimeter. Cardinal was requested to thank the owner for their suggestion.

H/O CORRESP.
CV1012188

The Directors reviewed the correspondence from the owner with account CV1012188 requesting the installation of a yellow triangle “share the road” sign. A Motion was duly made, seconded, and unanimously carried to deny the owner’s request at this time.

H/O CORRESP.
CV1012188

The Directors reviewed the correspondence from the owner with account CV1012708 volunteering to join the Landscape Committee. A Motion was duly made, seconded, and unanimously carried to advise the owner of the following: due to COVID-19 limitations had been set for all committee attendees, until further notice please submit all concerns in writing to the management company, the owner’s name would be placed on the “alternate member list” and would be contacted if a current member was not available.

H/O CORRESP.
CV1012708

The Directors reviewed the correspondence from the owner with account CV1014224 suggesting electric car charging stations be installed within the community. Cardinal was requested to advise the owner that due to budget constraints the Board would not be moving forward with the owner’s suggestions at this time.

H/O CORRESP.
CV1014224

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

WO/SI
REPORTS

There being no further business, the Meeting was adjourned at 7:40 p.m. to Executive Session.

ADJOURN

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

SUBMITTED

ATTEST:

ATTEST

Jennifer Thomas, President

Date

SECRETARY CERTIFICATION

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 July 28, 2021, as approved by the Board Members in attendance of the Meeting.

SECRETARY
CERTIFICATION

Marisa Patterson, Secretary

Date