

CROSSPOINTE VILLAGE HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
MAY 23, 2012

The Regular Meeting of the Board of Directors of the Crosspointe Village Homeowners Association was held on Wednesday, May 23, 2012 at the Smoketree Clubhouse. The President, Jeff Gollin, called the Meeting to order at 7:21 p.m.

CALL TO
ORDER

Directors Present: Jeff Gollin
Jubal Leierer
Marisa Patterson

Directors Absent: Michael Foley

Representing Cardinal: Karen Holthe, CMCA, CCAM

Others Present: Lee Barbour
Brad Constant
Ian McCulloch
Imogene Neisler
Mayela Ramirez, Phoenix Patrol
Victor Ramirez, Phoenix Patrol
Tom Thobe, Ben's Asphalt

Tom Thobe from Ben's Asphalt was present as requested to discuss the upcoming asphalt maintenance project. The Directors asked many questions and Mr. Thobe provided a thorough overview of asphalt repair and maintenance. The Directors reviewed his proposal and inquired if there was a possibility of obtaining a lower priced bid. Mr. Thobe agreed to review the numbers and promised to respond with his best prices. The matter was tabled to the next Meeting.

ASPHALT
MAINT.

President Jeff Gollin opened the Homeowner Forum.

H/O FORUM

The owner of 7770-B Youngdale Way was present to report his concerns with the work of PrimeCo, the wood replacement and painting contractor, had been resolved. He also inquired if the community pagoda lights were to be painted. Cardinal was requested to obtain a bid to clean the fixtures, and another bid to paint the pagoda light tops. Cardinal was also requested to obtain a bid to clean the carport lights, now that the carport painting had been completed.

7770-B
YOUNGDALE
PAGODA
CARPORT
LIGHTS

The owner of 7723 Meadowbrook Way was present to report that the south pool building light timers were operating incorrectly, as they were on at five o'clock in the evening and stayed on until past nine in the morning. Cardinal was requested to issue a work order to the lighting contractor to check the timers on the pool building lights.

LIGHTING
TIMERS

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-0010-0264-01 for failure to affix a vehicle decal to the windshield. The homeowner was not present, but had submitted a photograph of the decal properly affixed. 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:
#0010-0264-01
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, but had submitted a photograph of the cleared carport. 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
#0010-0264-01
CARPORT #867
STORED ITEMS

The scheduled Hearing was held for the member with account #CV-0010-0059-01 for failure to remove the stored items from the patio. 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
#0010-0059-01
STORED ITEMS
PATIO

The scheduled Hearing was held for the member with account #CV-0010-0059-01 for storing a vehicle in carport #669. It was reported that two citations had been issued thus far on the stored truck. Cardinal was requested to notify Phoenix Patrol of the matter and request if the truck was not moved, to issue a third citation when appropriate and send the citation copies to Cardinal. Cardinal was requested to call the owner to another Hearing if three citations were forwarded to their attention.

HEARING
#0010-0059-01
STORED
TRUCK

The scheduled Hearing was held for the member with account #CV-0010-0174-03 for failure to remove the stains from carport #793. The resident was present to inform the Board that the stains had been cleaned up. 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
#0010-0174-03
CARPORT #793

The scheduled Hearing was held for the member with account #CV-0010-0244-02 for improper satellite dish installation. The homeowner was not present. It was noted per the site inspection that the dish had been moved, but it was unknown if the holes in the roof had been patched. Cardinal was requested to contact the owners to request a signed statement confirming that the holes in the roof were patched, and that they would be liable for any leaking as a result of the patch repairs. If a signed statement was not received within 30 days of the request, then the Association's roofing contractor would be sent out to inspect and patch any holes from the improper installation, and the homeowners would be charged the cost of the service call and any repairs completed to patch the satellite holes.

HEARING
#0010-0244-02
SATELLITE
INSTALL.

The scheduled Hearing for the member with account #CV-0010-0467-01 for the alleged vehicle vandalism was moved to the Executive Session, as it had become a possible legal matter.

HEARING TO
EXEC. SESS.

Mayela Ramirez and Victor Ramirez from Phoenix Patrol were present. They reported that they were still experiencing some intermittent problems with sending patrol reports to Cardinal via email. Several older reports were provided to Cardinal that had not been emailed. The matter of door-to-door solicitors was discussed, and the representatives were reminded that any solicitors should be escorted off property. Director Gollin also informed the Board that he had notified Verizon management that no door-to-door marketing was to be conducted in the community.

PHOENIX
PATROL

The Landscape Committee report was discussed. Director Gollin reported that he had walked the community with Joe Hamby of Las Flores, and pointed out a number of areas to be addressed, including a request to conduct the annual tree trimming prior to spring of next year. He reported that he had authorized six replacement trees to be planted to replace trees that had been removed at a variety of locations. A Motion was duly made, seconded and unanimously carried to ratify the decision to install six replacement trees to be planted by Las Flores Landscape at a cost of \$75.00 each for a total of \$450.00, to be charged to reserves. The Directors discussed the replacement of fifteen more trees that were needed to replace recently removed trees. A Motion was duly made, seconded and unanimously carried to approve the verbal proposal from Las Flores Landscape to install fifteen replacement trees where needed, at a cost of \$75.00 each, for a total of \$1,125.00, to be charged to reserves. Cardinal was requested to notify Las Flores Landscape of the Board's decision. The entrance planters were discussed. Cardinal was asked to request a proposal from Las Flores Landscape to add color plants to the curved entrance planters. It was noted that the City of Stanton had conducted the tree trimming on Village Center Drive as requested by the Board, but it was badly done.

LANDSCAPE
COMM.

Cardinal was requested to add the item of "prevention of wall jumping" to the next Agenda.

AGENDA ITEM

The Directors reviewed the proposal from Las Flores Landscape for tree trimming. A Motion was duly made, seconded and unanimously carried to approve the proposal dated May 9, 2012, from Las Flores Landscape to trim seven alder trees in the common area along Village Center Drive at a cost of \$525.00, to be charged to operating. Cardinal was requested to notify the vendor of the Board's decision.

VILLAGE
CTR DR.
TREE TRIM.

The Directors reviewed the estimate from Las Flores Landscape for a root barrier installation. A Motion was duly made, seconded and unanimously carried to approve estimate #3766 dated May 4, 2012 to install 10 feet of 24 inch high root barrier around the pear tree near the patio at 7737-I Ferndale Circle, at a cost of \$334.80, to be charged to operating. Cardinal was requested to notify the vendor of the Board's decision.

7737-I
FERNDALE
ROOT
BARRIER

It was reported that there had been reports of duck activity at the north and south pools, and Cardinal had authorized the application of Duck Out in both pools.

POOL
COMMITTEE

There were no Website, Architectural, or Maintenance Committee reports.

CMTE. REPORTS

A Motion was duly made, seconded and unanimously carried to approve the Minutes of the April 25, 2012 Regular Meeting as written.

APPROVAL
OF REG MIN.

A Motion was duly made, seconded and unanimously carried to accept the April 2012 Financial Statement, as presented, subject to audit. Cardinal was requested to provide a detailed general ledger report for account #6356 for review at the next Meeting.

FINANCIAL
REVIEW

The Directors discussed the delinquent assessment report. A Motion was duly made, seconded and unanimously carried to record a lien on delinquent account #CV-0010-0252-01/APN #937-67-164. Cardinal was requested to research if a report could be made available on all the collections matters that had been written off but were still collectable through small claims court.

DELINQ.
LIEN

The Directors reviewed the outstanding balance on delinquent account #CV-0010-0304-04. It was noted that the unit had been foreclosed on by a senior lien holder. A Motion was duly made, seconded and unanimously carried to write-off the outstanding balance of \$3,349.87 on delinquent account #CV-0010-0304-04 as bad debt, but to pursue collection of the outstanding balance by pursuing a judgment in small claims court.

BAD DEBT
#0010-0304-04
WRITE-OFF
SMALL CLAIMS

The Directors reviewed the outstanding balance on delinquent account #CV-0010-0091-04. It was noted that the unit had been foreclosed on by a senior lien holder. A Motion was duly made, seconded and unanimously carried to write-off the outstanding balance of \$2,935.00 on delinquent account #CV-0010-0091-04 as bad debt.

BAD DEBT
#0010-0091-04
WRITE-OFF

The Directors reviewed the draft budget. Cardinal was requested to send a reminder to Foresight Financial to forward the completed reserve study to the Board for use in preparing the new budget. Cardinal was also requested to determine how much of the prior years surplus was actually available to put into the current budget. Director Leierer requested excel copies of financials, and Director Gollin responded that he would provide Director Leierer with his excel worksheets for use in working on the budget.

DRAFT
BUDGET

The Directors discussed the PrimeCo Painting & Construction project progress. It was noted that the project was complete, and that the last buildings had undergone final inspection. It was noted that the warranty documents had been forwarded to the Board, and that there was a four year paint warranty on the wood siding and trim, and a one year paint warranty on the metal entry and utility doors.

WOOD/PAINT
PROJECT

The Directors reviewed the general ledger report for payments to Summit Consulting/Mr. Michael Kiss, AIA, who served as the project manager for the wood replacement and painting project, and reported that Mr. Kiss had completed the job at \$5,000.00 under his projected budget. Director Gollin stated that he believed Mr. Kiss had done an exemplary job.

PROJECT
MANAGER

It was reported that only one volunteer, Ms. Laia Bautista, had stepped forward to conduct the proposed community garage sale. Cardinal was requested to notify Ms. Bautista that she was the only volunteer thus far, and if at least three more community members did not volunteer to assist with the event by the next Board Meeting, then the event would be cancelled.

GARAGE
SALE

The Directors reviewed the costs provided by the trash company, CR&R, for large item removal options. It was noted that the price to call in a large item pick up was \$49.70 per call, which was considerably less expensive than the janitorial service. The main difference of concern was in the response time, as the janitorial service would provide same day or next day service, and the trash company would conduct the pick up in approximately 7 – 10 working days. Cardinal was requested to provide a general ledger report from 2011 and 2012 to date, reflecting the costs paid for all large item pick ups that were conducted.

LARGE
ITEM TRASH
PICK UPS

The Directors reviewed the email proposal from Felipe Sanchez of M Vision to provide a replacement stop sign at the community entrance. Cardinal was requested to obtain a second proposal for the replacement sign and include the matter on the next Agenda. The prices were also reviewed on replacing some building address signs. It was noted that the 12 inch by 18 inch building address signs were quoted at \$29.95 each, plus installation. A Motion was duly made, seconded and unanimously carried to authorize Cardinal to order the replacement signs as needed within the community.

SIGNAGE
M VISION
STOP SIGN
ADDRESS
SIGNS

The Directors reviewed the proposals to repair two balcony storage doors and jambs. A Motion was duly made, seconded and unanimously carried to approve estimate #CV 7675 from Vinco Construction to replace both of the master bedroom balcony storage room doors and door jambs at 12683 Newdale, at a cost of \$1,195.00, to be charged to reserves. A Motion was then duly made, seconded and unanimously carried to approve #CV 7727 from Vinco Construction to replace both of the master bedroom balcony storage door jambs at 12682 Ferndale, at a cost of \$395.00, to be charged to reserves. Cardinal was requested to notify the vendor of the Board's decisions.

STORAGE
ROOM DOORS/
JAMBS
12683
NEWDALE
12682
FERNDALE

The Directors reviewed the correspondence from the owner of account #CV-0010-0374-03 responding to a violation letter she received for conducting exterior renovations without prior architectural approval, and requesting the Board reconsider the matter. A Motion was duly made, seconded and unanimously carried to uphold the decision of the Architectural Committee to deny the request. Cardinal was requested to inform the homeowner of the Board's decision and inform them that the vent needed to be removed and the exterior of the unit needed to be returned to the original

H/O CORRES.
#0010-0374-03
ARCH.
DENIAL
EXTERIOR
CHANGES

condition by no later than June 27, 2012, as originally notified on April 27, 2012. Should the exterior of the unit not be restored by the deadline, the Association's contractor would be called out to conduct the repairs, and the homeowner would be called to another Hearing for the purpose of assessing the cost of the restoration.

The Directors reviewed the correspondence to the resident of account #CV-0010-0335-06 who had reported an incident of a tree falling on his vehicle on April 14, 2012, requesting additional documentation either from his insurance company or a repair facility. It was noted that no additional correspondence had been received in the matter. No action was required.

H/O CORRES.
#0010-0335-06
TREE FALLING
ON VEHICLE

The Directors reviewed the correspondence from the owner of account #CV-0010-0074-01 complaining that the common area fence on her patio had been built too high from the ground, allowing her small dog to escape. It was reported that PrimeCo had agreed to remedy the matter at no charge to the Association. No action was required.

H/O CORRES.
#0010-0074-01
FENCE HEIGHT

It was noted an Executive Session was held following the April 2012 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 8:20 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 May 23, 2012 as approved by the Board Members in attendance of the Meeting.

Marisa Patterson, Secretary

Date