

CROSSPOINTE VILLAGE HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
MAY 27, 2020

The Regular Meeting of the Board of Directors of the Crosspointe Village Homeowners Association was held on Wednesday, May 27, 2020, via teleconference, meeting ID# 922 2339 0319. Director Jennifer Thomas called the Meeting to order at 6:36 p.m.

CALL TO
ORDER

Directors Present: Chris Kaesviharn
Marisa Patterson
Jennifer Thomas
Berna Valenzuela

Directors Absent: Kathleen Shannon

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

Others Present: See attached

Director Thomas opened the Homeowner Forum.

H/O FORUM

The owner of 12618 Cleardale Circle was present to inquire when the pool would be opened and if the Board planned to post No Smoking/Drinking signs in the pool area. The resident was advised the pool topic was on the current agenda for discussion later in the Meeting.

12618
CLEARDALE
CIRCLE

The owner of 7770 Youngdale Unit H was present to report she had experienced feral cats sleeping on her convertible car that continuously caused damage. The resident also inquired if the cats could be trapped and removed. The Board advised the resident to call the Humane Society.

7770
YOUNGDALE

The owner of 7735 Briarglen Loop Unit L was present to inquire when the pool would be opened. The resident was advised the topic was on the current agenda for discussion later in the Meeting.

7735 BRIARGLEN
UNIT L

The owner of 7735 Briarglen Loop Unit H was present to suggest pool procedure for when the pool would be open. It was suggested that the number of people should be restricted and a reservation system should be put in place.

7735 BRIARGLEN
UNIT H

The owner of 7703 Scottsdale was present to request that the Board review the CDC guidelines for the opening of the pools. The resident also advised that there had never been a capacity issue at any of the pools as there are three pools available.

7703
SCOTTSDALE

The owner of 7737 Ferndale Circle Unit C was present to request that the required signage for the opening of the pool be obtained as soon as possible and not hold up the opening of the pools in the community.

7737 FERNDAL
UNIT C

The owner of 12621 Moordale Unit B was present to report that the tenant in the unit below her was smoking in their patio area, which was against the smoking rule

12621
MOORDALE

recently adopted. Cardinal Property advised a letter would be sent to the tenant and owner of Unit C to advise them that smoking was not permitted in the community except for the designated smoking areas or inside the unit.

UNIT B

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

H/O FORUM
CLOSED

The scheduled Hearing was held for the owner with account #CV1011585 for not parking their vehicles in the garage. The owner 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. Cardinal was requested to advise the owner of the Hearing results, request the owner provide photographs of both vehicles in the garage, and schedule another Hearing for the next Meeting.

HEARING
CV1011585
PARKING
VIOLATION

The scheduled Hearing was held for the owner with account #CV1014525 for conducting carport vehicle repairs. The owner 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. Cardinal was requested to advise the owner of the Hearing results and schedule another Hearing for the next Meeting.

HEARING
CV1014525
VEHICLE
REPAIRS

The scheduled Hearing was held for the owner with account #CV1014261 for not trimming the plant material in the patio area. The owner 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. Cardinal was requested to advise the owner of the Hearing results and schedule another Hearing for the next Meeting.

HEARING
CV1014261
TRIM PLANTS

The scheduled Hearing was held for the owner with account #CV1014823 for failure to repair or replace the window screen. The owner 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. Cardinal was requested to advise the owner of the Hearing results and schedule another Hearing for the next Meeting.

HEARING
CV1014823
WINDOW
SCREEN

The scheduled Hearing was held for the owner with account #CV1014004 for failure to remove items stored on the patio. 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 & Fine Policy. Cardinal was requested to advise the owner of the Hearing results and schedule another Hearing for the next Meeting.

HEARING
CV1014004
STORED ITEMS

The scheduled Hearing was held for the owner with account #CV1014993 for failure to remove items stored on the patio. The owner 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. Cardinal was requested to advise the owner of the Hearing results and schedule another Hearing for the next Meeting.

HEARING
CV1014993
STORED ITEMS

The scheduled Hearing was held for the owner with account #CV1011914 for failure to remove items stored on the patio. The owner was not present. A Motion was duly made, seconded, and unanimously carried to impose a \$100.00 fine, in accordance

HEARING
CV1011914
STORED ITEMS

with the Association's Violation & Fine Policy. Cardinal was requested to advise the owner of the Hearing results and schedule another Hearing for the next Meeting.

The scheduled Hearing was held for the owner with account #CV1014823 for failure to repair or replace a window screen. 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 & Fine Policy. Cardinal was requested to advise the owner of the Hearing results and schedule another Hearing for the next Meeting.

HEARING
CV1014823
WINDOW
SCREEN

The scheduled Hearing was held for the owner with account #CV1014823 for failure to replace the garage weather stripping. 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 & Fine Policy. Cardinal was requested to advise the owner of the Hearing results and schedule another Hearing for the next Meeting.

HEARING
CV1014823
GARAGE
STRIPPING

The scheduled Hearing was held for the owner with account #CV1010495 for failure to remove a hanging wire. 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 & Fine Policy. Cardinal was requested to advise the owner of the Hearing results and schedule another Hearing for the next Meeting.

HEARING
CV1010495
HANGING WIRE

The scheduled Hearing was held for the owner with account #CV1014007 for failure to remove items stored on the back patio. 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 & Fine Policy. Cardinal was requested to advise the owner of the Hearing results and schedule another Hearing for the next Meeting.

HEARING
CV1014007
STORED ITEMS

The scheduled Hearing was held for the owner with account #CV1010481 for running a business from the home. The owner was present to advise no business was being run from the home and that the tenant was only parking vehicles from his business in the community for short periods of time. A Motion was duly made, seconded, and unanimously carried to table the matter to the July 2020 Board Meeting so that the Board could research the matter further. Cardinal was requested to advise the owner of the Hearing results and schedule another Hearing for the next Meeting.

HEARING
CV1010481
HOME BUSINESS

The scheduled Hearing was held for the owner with account #CV1011054 for failure to remove items stored on the patio. The owner 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. Cardinal was requested to advise the owner of the Hearing results and schedule another Hearing for the next Meeting.

HEARING
CV1011054
STORED ITEMS

The scheduled Hearing was held for the owner with account #CV1010481 for failure to park the vehicle in the garage. The owner was not present. A Motion was duly made, seconded, and unanimously carried table the matter to the July 2020 Board Meeting and request the homeowner send in pictures of the vehicle parked in the garage. Cardinal was requested to advise the owner of the Hearing results and schedule another

HEARING
CV1010481
PARKING
VIOLATION

Hearing for the next Meeting.

The scheduled Hearing was held for the owner with account #CV1014415 for causing a nuisance in the community. The owner was not present but it was noted that no further incidents had been reported. A Motion was duly made, seconded, and unanimously carried to close the violation. Cardinal was requested to advise the owner of the Hearing results.

HEARING
CV1014415
NUISANCE

The scheduled Hearing was held for the owner with account #CV1014585 for dumpster diving. 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 & Fine Policy. Cardinal was requested to advise the owner of the Hearing results and schedule another Hearing for the next Meeting.

HEARING
CV1014585
DUMPSTER
DIVING

The scheduled Hearing was held for the owner with account #CV1014033 for causing a nuisance in the community. 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 & Fine Policy. Cardinal was requested to advise the owner of the Hearing results and schedule another Hearing for the next Meeting.

HEARING
CV1014033
NUISANCE

Mayela Ramirez of Phoenix Patrol was present to discuss patrol issues. Ms. Ramirez reported that the homeless activity in the community was increasing. She also advised she had instructed her employees to remind homeowners to lock their vehicle doors and not leave valuables in their vehicles. She also advised it was noticed that the homeless were gaining access due to the low height of certain walls on the perimeter of the community.

PATROL REPORT

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

PATROL
REPORTS
POOL COMM.

The Pool Committee discussed the information provided by Cardinal Property Management from the Orange County Health Agency. The Board discussed the guidelines noting that they would like to require a waiver be signed and returned by residents for the use of the pools. It was also noted that they did not want the OC Health Agency required items to delay the opening of the pool. Cardinal was requested to consult with legal counsel as soon as possible and that they would have an Emergency Board Meeting to approve the Emergency Pool Rules. A Motion was duly made, seconded, and unanimously carried to approve the expense for legal counsel to prepare the Emergency Pool Rules.

The Board reviewed four proposals from Las Flores Landscape. A Motion was duly made, seconded, and unanimously carried to approve proposals 7734 for additional plant material in the community at a cost of \$187.00, 7317 for tree removals at a cost of \$3,100.00, and partial approval of 7315 for the removal of the 6 worst looking trees at a cost not to exceed \$2,700.00.

LANDSCAPE
COMM.

A Motion was duly made, seconded, and unanimously carried to table proposal 7352 from Las Flores Landscape for the removal of two trees near the vehicle gates until

LAS FLORES
TREE REMOVAL

the gate company could come out and inspect if the roots of the tree were damaging the gate mechanism. Cardinal was directed to issue a work order for the inspection.

There was no report provided by the Website Committee.

WEBSITE COMM.

There was no report provided by the Architectural Committee.

ARCHITECTURAL
COMM.
MAINTENANCE
COMM.

A Motion was duly made, seconded, and unanimously carried to ratify proposals from OCBS for a post replacement at 7735 Briarglen, Unit M at a cost of \$4,545.00, Scott English for the replacement of the water main assembly at 12683 Newdale at a cost of \$3,164.00, and Scott English for the replacement of the main water line at 12742 Springbrook at a cost of \$3,625.00. Cardinal was directed to send copies of the approved proposals to the vendor for their records.

A Motion was duly made, seconded, and unanimously carried to approve the April 22, 2020 Regular Meeting Minutes, as amended.

APPROVAL OF
MINUTES

The Directors reviewed the April 2020 Financial Statement. A Motion was duly made, seconded, and unanimously carried to accept the April 2020 Financial Statement, subject to audit.

FINANCIAL
REVIEW

The Board reviewed the aging report. No action was required.

AGING REPORT

The Board reviewed a revised proposal from O.C.B.S. for the community roof maintenance. A Motion was duly made, seconded, and unanimously carried to approve the proposal for roof maintenance at a cost of \$19,800.00, to be charged to the Reserve account.

O.C.B.S.
ROOF MAINT.

A Motion was duly made, seconded, and unanimously carried to approve a proposal from O.C.B.S. option A to increase the height of a perimeter block wall at a cost of \$13,418.00, to be charged to the Reserve account.

O.C.B.S.
WALL

A Motion was duly made, seconded, and unanimously carried to approve a proposal from O.C.B.S. for deck repairs at 12656 Scottsdale at a cost of \$5,568.00.

O.C.B.S.
DECK REPAIRS

A Motion was duly made, seconded, and unanimously carried to deny the proposal from O.C.B.S. to paint the light poles throughout the community.

O.C.B.S.
PAINT LIGHT
POLES

A Motion was duly made, seconded, and unanimously carried to table the proposal from O.C.B.S. for the front entrance fence replacement to the July 2020 agenda.

O.C.B.S.
FENCE

A motion was duly made, seconded, and unanimously carried to deny the proposal from O.C.B.S. for asphalt striping throughout the community.

O.C.B.S.
ASPHALT

The deck inspection report from O.C.B.S. was reviewed. No action was required.

DECK REPORT

The Board reviewed proposals from Accurate Termite. A Motion was duly made,

ACCURATE

seconded, and unanimously carried to approve termite repair proposals #55373 for 12619 Landsdale at a cost of \$482.00, #54185 for 7701 Landsdale at a cost of \$325.00, #55389 for 7710 Rockybrook at a cost of \$558.00, #55969 for 7717 Mistybrook at a cost of \$276.00, #54964 for 7722 Meadowbrook at a cost of \$714.00, #51759 for 12619 Cleardale at a cost of \$1,121.00, #55338 for 12621 Moordale Unit M at a cost of \$665.00, #51760 for 12654 Scottsdale Unit A at a cost of \$1,052.00, #54347 for 12655 Glendale Unit K at a cost of \$650.00, #54862 for 7717 Mistbrook at a cost of \$350.00, and #52918 for 7731 Moordale at a cost of \$276.00.

TERMITE REPAIR
PROPOSALS

The Directors reviewed the Election Rule Update from Tinnelly Law Group. A Motion was duly made, seconded, and unanimously carried to approve Tinnelly Law Group to draft Election Rules at a cost not to exceed \$600.00.

ELECTION RULES

The Directors reviewed the legislative update provided by Cardinal Property Management. The Board requested Cardinal to research and ensure that the balcony inspections being performed by O.C.B.S. are in compliance with the new rule SB 326.

LEGISLATIVE
UPDATES

The Directors reviewed the notice from Southern California Edison. No action was required.

S.C.E. NOTICE

The Directors discussed the installation of carport camera installations by the residents in the community. It was determined that an architectural application would be required to be submitted prior to the installation of any camera in the carport areas.

CARPORT
CAMERAS

The Directors discussed adding locks to the community cable boxes as it had been reported that someone was opening the boxes and disconnecting cables. The Board requested Cardinal to inquire if Southern California Edison would install a lock on the cable box doors.

CABLE BOX
LOCKS

The north gate camera replacement discussion was tabled to the July 2020 Board Meeting. Cardinal was requested to add the item to the July 2020 agenda.

CAMERA
REPLACEMENT

The Directors reviewed correspondence from the owner with account #CV1014053 regarding the guard gate and guest concerns. Cardinal was requested to send a letter to the homeowner thanking her for the information and advising that they was doing the best they could.

H/O CORR.
CV1014053

The Directors reviewed correspondence from the owner with account #CV1014206 regarding concerns about the unlocked utility closets. Cardinal was requested to send a letter to the homeowner advising they would be looking into it further to resolve the issue.

H/O CORR.
CV1014206

The Directors reviewed correspondence from the owner with account #CV1014770 reporting that there were several feral cats in the neighborhood that were causing damage to their vehicle. The Board advised that there was nothing they could do and the owner should try to call a City or County agency like the Humane Society.

H/O CORR.
CV1014770

The Directors reviewed correspondence from the owner with account #CV1014770 regarding the guard gate and guest concerns. Cardinal was requested to send a letter to the homeowner thanking her for the information and advising that they were doing the best they could.

H/O CORR.
CV1014770

The Directors review correspondence from the owner with account #CV1014770 regarding gate attendant concerns as the owner felt that the gate attendants were allowing delivery trucks into the property too late in the evenings. Cardinal was requested to send a letter to the owner to advise they could not restrict the times that a delivery driver was permitted into the property.

H/O CORR.
CV1014770

The Directors reviewed correspondence from the owner with account #CV1014770 regarding a report of a man who parked in the fire lane on a regular basis. Cardinal was requested to send a letter to the owner to thank them for the report.

H/O CORR.
CV1014770

The Directors review correspondence from the owner with account #CV1014224 regarding the owner's concerns about the height of a perimeter wall which the homeless were using to access the property. Cardinal was requested to send a letter to the homeowner to advise the Board had approved a proposal for the perimeter wall to be increased in height to deter people from climbing over the wall into the community.

H/O CORR.
CV1014224

The Directors reviewed correspondence from the owner with account #CV1014476 regarding the pool fob system that was not working. Cardinal was requested to have the property manager contact the homeowner to advise her of the status of the repairs.

H/O CORR.
CV1014476

The Directors reviewed correspondence from the owner with account #CV1014263 requesting to waive late fee and interest as the owner was not able to work due to COVID-19. A Motion was duly made, seconded, and unanimously carried to approve to waive the late fees and interest if a payment plan was set up and the account was brought current within 90 days noting that all assessment payments were due and not permitted to be skipped.

H/O CORR.
CV1014263

The Directors reviewed correspondence from the owner with account #CV1014982 reporting that when items was lost they should be returned to the guard shack and not taken. Cardinal was requested to advise the homeowner it would be difficult to know who was removing lost items and not giving them to the guard shack but that they would advise the landscapers and guard shack about her concerns.

H/O CORR.
CV1014982

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

REPORTS
REVIEW

The Annual Calendar was reviewed.

ANNUAL CAL.

Cardinal announced that the quorum of 51% was not obtained to hold the Second Calling of the Annual Meeting, as only 117 ballots had been received of the 124 ballots necessary. It was announced that the Third Calling of the Annual Meeting would be held

ANNUAL
MEETING

Wednesday, June 24, 2020 at 6:30 p.m.

There being no further business, the Meeting was adjourned at 8:33 p.m. to 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 May 27, 2020, as approved by the Board Members in attendance of the Meeting.

Marisa Patterson, Secretary

Date

DRAFT