

CROSSPOINTE VILLAGE HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
SEPTEMBER 26, 2012

The Regular Meeting of the Board of Directors of the Crosspointe Village Homeowners Association was held on Wednesday, September 26, 2012 at the Smoketree Clubhouse. The President, Jeff Gollin, called the Meeting to order at 6:38 p.m.

Directors Present:	Jeff Gollin Jubal Leierer Marisa Patterson
Directors Absent:	None
Representing Cardinal:	Karen Holthe, CMCA, CCAM, AMS
Others Present:	Raymond and Jackie Cabassa Mary Cassidy George Gonzalez, Phoenix Patrol Lisa Lewis S. Parker, OCSD Stanton Police Services Mayela Ramirez, Phoenix Patrol Jennifer Thomas

CALL TO
ORDER

It was noted an Executive Session was held following the August 22, 2012 Regular Meeting to approve the June 27, 2012 Executive Session Minutes and review and discuss legal issues and delinquency matters.

EXECUTIVE
SESSION

President Jeff Gollin opened the Homeowner Forum.

H/O FORUM

The owner of 7708 Clearbrook reported a tree branch had fallen into her yard. It was noted that Las Flores Landscape had already removed the tree branch. The owner also voiced concerns regarding roaches coming out of the manhole covers. Cardinal was requested to issue a work order to address the roaches.

7708
CLEARBROOK

Deputy S. Parker of the OCSD Stanton Police Services was present to discuss recent criminal activity within the Association and advised those present how to help prevent some of those activities. Deputy Parker advised each and every incident needed to be called into the Sheriff's Department. There was discussion regarding Neighborhood Watch and how it worked. Deputy Parker advised that the more people involved in the program caused criminals to go elsewhere. It was discussed that the Association would need to check with the City regarding the Neighborhood Watch signage.

OCSD
STANTON
POLICE
SERVICES
DEPUTY
PARKER

The owner of 7727 Clearbrook was present to discuss possible drug activity within the community. The owner was instructed to report this type of activity to the Stanton Sheriff's Department, to take notes of all witnessed activity, and to not approach the suspects at any time.

7727
CLEARBROOK

Deputy Parker advised all that were preset that nothing could be done regarding marijuana reports and that the Sheriff's Department would only respond to more dangerous drug activities.

OCSD DEPUTY
PARKER

The owners of 12671 Briarglen Loop Unit L were present to request waiver of the fine imposed at the August Meeting for removal of the Association tree. The owners also expressed concern that the one gate attendant discriminated against them as they were stopped for not having vehicle transmitters. It was noted that the incident with the gate attendant happened several years ago.

12671
BRIARGLEN
LOOP UNIT L

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

H/O FORUM
CLOSED

The Regular Meeting was adjourned to Executive Session at 7:49 p.m. to discuss a delinquent account.

ADJ TO EXEC.
SESSION

The Regular Meeting was reconvened at 8:13 p.m.

RECONVENE

The scheduled Hearing was held for the member with account #CV-0010-0338-01 for rummaging in the Association dumpsters. 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 notify the owner of the Board's decision and call the owner to another Hearing if another report was received.

HEARING
#0010-0338-01
EXCESSIVE
RUMMAGING
IN DUMPSTERS

The scheduled Hearing was held for the member with account #CV-0010-0338-01 for the reported assault and threat against one of the gate attendants and their family member. 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 notify the owner of the Board's decision and call the owner to another Hearing if another incident was reported.

HEARING
#0010-0338-01
GATE
ATTENDANT
ASSAULT

The scheduled Hearing was held for the member with account #CV-0010-0346-06 for failure to install locks on the storage doors in carport #733. The executor of the owner's estate 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 directed to advise the owner of the Board's decision and if the locks were not installed, another Hearing would be scheduled at which a fine could be imposed.

HEARING
#0010-0346-06
EXCESSIVE
VEHICLE
CITATIONS

Cardinal was requested to inspect for cracked bay windows that extended over the sidewalks during the next site inspection.

CRACKED
BAY WINDOWS

The representatives from Phoenix Patrol were present. There was discussion regarding the recent criminal activity within the Association. Phoenix Patrol requested a schedule for the upcoming slurry seal project. Phoenix Patrol advised that

PHOENIX
PATROL

owners/residents without gate clickers would be stopped and the Association's procedures would be followed. Cardinal was requested to email the safe list reports to Mayela@phoenixpatrol.com, in addition to George Gonzalez and the guard shack. Cardinal was requested to send a letter to the owner of 7730 Eastbrook regarding the patrol report dated August 8, 2012 regarding abusive behavior towards the gate attendant. The letter was to advise a Hearing would be scheduled, at which fines could be imposed, if another incident was reported.

PHOENIX
PATROL
CONTINUED

The Landscape Committee report was discussed. It was noted that to date the turf had not been aerated or reseeded. Cardinal was requested to advise Las Flores Landscape that if the aeration and reseeded was not completed within two weeks they would need to meet with Board President Jeff Gollin.

LANDSCAPE
COMM.
LAS FLORES
LANDSCAPE

The Pool Committee report was discussed. The Directors discussed the compliance with the updated pool code regarding new signage and the proposal from Aquatrends for the new signs. Cardinal was requested to obtain another proposal for the new signage. It was reported the North pool gate by the men's room was not latching and there was a wasp nest above the North pool restroom. Cardinal was directed to have work orders issued for the removal of the wasp nest and to have the gate repaired. Cardinal was also directed to issue a work order to Aquatrends to have the pool heaters for the North and South pools turned off on October 15, 2012.

POOL
COMMITTEE
WASP NEST
AND GATE
REPAIR

There was discussion regarding the new computer system for the guard shacks, the resident access form and website access. It was agreed the information regarding the Neighborhood Watch Program, recent crime activities and the gate clicker rule would be posted on the Association's website.

GUARD SHACK
COMPUTERS
WEBSITE
LINKS

Cardinal was requested to send all future architectural applications via email to the Architectural Committee.

ARCH. COMM.

A Motion was duly made to ratify the September 2012 Minutes of the Maintenance Committee, as written.

MAINT. CMTE.
MINUTES

A Motion was duly made, seconded and unanimously carried to ratify the Maintenance Committee's approval of the proposal from Scott English Plumbing to repair a main line leak at 12680 Briarglen Loop Unit C at a total cost of \$975.00. The cost was to be charged to operating.

12680
BRIARGLEN
LOOP
PLUMBING

A Motion was duly made, seconded and unanimously carried to ratify the Maintenance Committee's approval of the proposal from Scott English Plumbing to repair a main line leak at 12680 Briarglen Loop Unit L at a total cost of \$2,620.00. The cost was to be charged to operating.

12680
BRIARGLEN
LOOP UNIT L
PLUMBING

A Motion was duly made, seconded and unanimously carried to approve the Minutes of the August 22, 2012 Regular Meeting as written.

APPROVAL
OF REG MIN.

A Motion was duly made, seconded and unanimously carried to accept the August 2012 Financial Statement, as presented, subject to audit.

FINANCIAL
REVIEW

Cardinal was requested to ensure that payment was received from the owner who had been instructed in small claims court to make payments beginning in September.

SMALL CLAIMS
PAYMENT

The Directors discussed the delinquent assessment report. A Motion was duly made, seconded and unanimously carried to record a lien on delinquent account #CV-0010-0142-03/APN #937-67-210.

DELINQ.
LIEN

The Directors reviewed the outstanding balance on delinquent account #CV-0010-0148-02. A Motion was duly made, seconded and unanimously carried to table the matter to the October Meeting.

DELINQ. ACCT.
#0010-0148-02

The Directors reviewed and acknowledged the notice of collection fee procedural and cost changes regarding bankruptcy checks and the release of lien fee collection as provided by Cardinal Property Management.

LIEN PROCESS
&BANKRUPTCY

The Directors reviewed the correspondence from Cardinal regarding duplicating costs. On Motion duly made, seconded and unanimously carried, the Board approved an amendment to the management contract to include normal duplicating costs, plus the duplicating for the four standard special mailings (budget with disclosures, audit, Annual Meeting recruitment notice, and the Annual Meeting notice and ballot) for a flat monthly fee of \$550.00.

MANAGEMENT
CONTRACT
REVISION

The proposals from Peak Lighting and Vinco Construction for cleaning, painting, and powder coating options of various light fixtures were reviewed. A Motion was duly made, seconded and unanimously carried to approve the following proposals from Peak Lighting: 1. to clean the pagoda fixtures, one time cleaning only; and, 2. To clean the carport lights, one time only. Cardinal was requested to advise both bidders of the Board's decisions. Cardinal was also directed to advise Peak Lighting to notify Cardinal when the work was completed. The Directors agreed to review the lights upon completion of the cleaning for consideration of continued light cleaning services. Additionally, Cardinal was directed to include continuance of the light cleaning services on the October Meeting agenda.

LIGHT
MAINTENANCE

The Directors reviewed the proposals from Personal Touch Cleaning and Vinco Construction to power wash the refuse/dumpster areas. A Motion was duly made, seconded and unanimously carried to approve proposal #CV 8426 from Vinco Construction to power wash all trash enclosures and completely remove debris at a total cost of \$495.00. The cost was to be charged to operating. Cardinal was directed to advise both bidders of the Board's decision.

POWER WASH
REFUSE AREAS

The Directors reviewed the proposals from The Rain Gutter Store and Vinco Construction to remove and replace the gutters over the front door at 12622 Cleardale Circle, utilizing the existing down spout. A Motion was duly made, seconded and

RAIN GUTTERS
12622
CLEARDALE

unanimously carried to approve proposal #CV 8425 from Vinco Construction to replace the raingutters at 12622 Cleardale at a total cost of \$375.00. The cost was to be charged to operating. Cardinal was directed to advise both bidders of the Board's decision.

The Directors discussed the upcoming asphalt project. Cardinal was requested to contact the property across the street to obtain permission for owners and residents to park there during the asphalt project. It was noted that notice would be posted seventy-two hours before the beginning of the project.

ASPHALT
SLURRY SEAL
PROJECT

The Directors reviewed the proposal from Vinco Construction to repair termite damage at 7770 Ramsdale Unit G and the termite report from America West Termite. This item was tabled to the October Meeting. Cardinal was directed to forward the termite report to PrimeCo Painting & Construction for review and ask them why the Association was receiving the report at this time since the wood replacement project had been completed, and request they inspect the unit and complete the work under their original contract.

TERMITE
DAMAGE
7770
RAMSDALE

A Motion was duly made, seconded and unanimously carried to approve proposal #CV 8385 from Vinco Construction to replace the concrete at the east side of building 12671 Briarglen Loop at a total cost of \$995.00. The cost was to be charged to operating. Cardinal was directed to advise Vinco Construction of the Board's decision.

VINCO
CONSTRUCT.
CONCRETE
REPLACEMENT

A Motion was duly made, seconded and unanimously carried to approve proposal #CV 7986 from Vinco Construction for wood repair, bellyband trim, at carport #563 at a total cost of \$195.00. The cost was to be charged to operating. Cardinal was directed to advise Vinco Construction of the Board's decision.

VINCO
CONSTRUCT.
CARPORT
#563

A Motion was duly made, seconded and unanimously carried to deny proposal #CV 8332 from Vinco Construction for miscellaneous painting of eaves throughout the community, per the contractor's recommendation.

VINCO
CONSTRUCT.
EAVES

A Motion was duly made, seconded and unanimously carried to approve proposal #CV 8500 from Vinco Construction to repair the wrought iron handrail at 12615 Briarglen Unit A at a total cost of \$395.00. The cost was to be charged to operating. Cardinal was directed to advise Vinco Construction of the Board's decision.

VINCO
CONSTRUCT.
12615
BRIARGLEN
LOOP UNIT A

A Motion was duly made, seconded and unanimously carried to approve proposal #CV 8498 from Vinco Construction for drywall repairs at 7770 Youngdale Unit A, caused by a fire sprinkler leak and repairs, at a total cost of \$495.00. The cost was to be charged to operating. Cardinal was directed to advise Vinco Construction of the Board's decision.

VINCO
CONSTRUCT.
DRYWALL
7770
YOUNGDALE

A Motion was duly made, seconded and unanimously carried to approve

VINCO

proposal #CV 8503rv1 from Vinco Construction for drywall repair at 12707 Fallbrook, caused by a plumbing leak and repairs, at a total cost of \$695.00. The cost was to be charged to operating. Cardinal was directed to advise Vinco Construction of the Board's decision.

CONSTRUCT.
DRYWALL
12707
FALLBROOK

There was discussion regarding the start up of a Neighborhood Watch Program. Jennifer Thomas volunteered to help with the start up group, and would decide on a date, time, and place to hold the first Meeting. Cardinal was directed to include a flyer regarding the Neighborhood Watch Program with the slurry seal notice mailing. Cardinal was also directed to send a letter to Jennifer Thomas requesting Meeting information for a Neighborhood Watch Meeting to be held after October 15, 2012.

NEIGHBOR-
HOOD WATCH
PROGRAM

The Directors reviewed the correspondence from the owner of account #CV-0010-0059-01 requesting waiver of the \$100.00 fine imposed for the patio violation. A Motion was duly made, seconded and unanimously carried to approve the owner's request as a one time gesture of good faith. Cardinal was requested to inform the homeowner of the Board's decision.

H/O CORRES.
#0010-0059-01
FINE
WAIVER

The Directors reviewed the list of concerns presented to the Board at the August 22, 2012 Board Meeting by the owner of account #CV-0010-0059-01. Cardinal was directed to thank the owner for bringing the items listed to their attention and that all items had been inspected and the appropriate action taken for each.

H/O CORRES.
#0010-0059-01
LIST OF
CONCERNS

The Directors reviewed the correspondence from the owner of account #CV-0010-0485-03 regarding a neighbor's satellite installation and the response from the Architectural Committee. Cardinal was directed to inform the owner the satellite dish was installed in accordance with FCC and the Association's Architectural Guidelines.

H/O CORRES.
#0010-0485-03
SATELLITE
DISH INSTALL.

The Directors reviewed the correspondence from the renter of account #CV-0010-0256-02 requesting the Association reimburse the renter for excess water usage due to a water leak. A Motion was duly made, seconded and unanimously carried to approve reimbursement in the amount of \$150.00. Cardinal was requested to inform the renter of the Board's decision and prepare a check for reimbursement.

H/O CORRES.
#0010-0256-02
WATER USE
REIMBURSEMT.

The Directors reviewed the correspondence from the owner of account #CV-0010-0162-01 requesting additional water cost reimbursement. Cardinal was directed to advise the owner the Directors had requested copies of the water bills for review before they would consider the owner's request for reimbursement.

H/O CORRES.
#0010-0162-01
WATER USE
REIMBURSEMT.

The Directors reviewed the correspondence from the owner of account #CV-0010-0162-01 regarding a barking dog complaint. Cardinal was directed to advise the owner the appropriate letter per the Association's Violation and Fine Policy had been sent to the dog owner.

H/O CORRES.
#0010-0162-01
BARKING DOG
COMPLAINT

The Directors reviewed the correspondence from the owner of account #CV-0010-0162-01 regarding a neighbor noise complaint. The Directors also reviewed the

H/O CORRES
#0010-0162-01

report from Phoenix Patrol regarding this matter. Cardinal was directed to advise the owner that this was a neighbor to neighbor issue and that no further action would be taken at this time.

NEIGHBOR
COMPLAINT

The Directors reviewed the correspondence from the owner of account #CV-0010-0162-01 requesting documentation regarding the hose bibs that were replaced. The Directors also reviewed the response from ProServe to the Association's request for verification on what the technician had told the owner regarding the possibility that while the technician was soldering the solder may have gotten into the pipes, and whether or not that was harmful to the owner's health. Cardinal was directed to thank the owner for keeping the Board apprised of their concerns with ProServ and to provide copies of the lead free information to the owner.

H/O CORRES.
#0010-0162-01
WATER
TEST

The Directors reviewed the correspondence from the owner of account #CV-0010-0162-01 regarding the slurry seal project. It was noted that Cardinal had advised the owner that the asphalt slurry seal schedule would be sent once the dates had been confirmed for each phase of the work. Cardinal was requested to advise the owner that all Association contractors were required to provide proof of insurance and their licenses were verified.

H/O CORRES
#0010-0162-01
SLURRY
SEAL
PROJECT

The Directors reviewed the flyer from Cardinal regarding the Board Education Course to be held on October 30, 2012. No action was required.

CPM
BOARD COURSE

There being no further business, the Meeting was adjourned to the Executive Session at 9:14 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 September 26, 2012 as approved by the Board Members in attendance of the Meeting.

Marisa Patterson, Secretary

Date