

CROSSPOINTE VILLAGE HOMEOWNERS ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS  
SEPTEMBER 27, 2023

The Regular Meeting of the Board of Directors of the Crosspointe Village Homeowners Association was held on Wednesday, September 27, 2023, at Cardinal Property Management, 3111 N. Tustin St., Suite 200, Orange, CA 92865 and via teleconference, Meeting ID# 991-5288-7456. The President, Berna Valenzuela, called the Meeting to order at 6:30 p.m.

CALL TO  
ORDER

Directors Present:	Jeff Jones Michael Montgomery Marisa Patterson Jennifer Thomas Berna Valenzuela
Directors Absent:	None
Representing Cardinal:	Theresa Hirschman, CMCA, AMS, PCAM Senior Community Manager April Dana, Community Manager Kaily Benenati, Community Manager
Others Present:	Kathleen Black Corrine Bryne Teresa Dyer Amanda Fredrick Lisa Glenn Lauren Lupe Gutierrez Rhonda Insalaco Kimberly Krueger Lark Marion Diane Moore Carol Ngo Alphonso Nguyen Elyse Quinones Laurie Riney Alex Gamboa Rivera Cheryl Velazquez

The Board announced it had met in Executive Session prior to the Regular Meeting to discuss a potential legal matter.

EXEC.  
SESSION

The scheduled Hearing was held for the owner of account #CV1014538 regarding a home business violation. The owner was not present. The Directors reviewed the homeowner's written response. A Motion was duly made, seconded, and carried to waive \$200.00 of the total \$400.00 fines previously imposed. Director Patterson was opposed. Cardinal was directed to advise the owner of the Board's decision and close the violation.

HEARING  
#CV1014538

The scheduled Hearing was held for the owner of account #CV1024321 regarding a smoking violation. The owner was not present. The Directors reviewed the homeowner's written response requesting that the fines in the amount of \$800.00 be waived. It was noted no new reports of additional violations had been received since June 29, 2023. A Motion was duly made, seconded, and unanimously carried to deny the waiver request. Director Thomas was opposed.

HEARING  
CV1024321

A Motion was duly made, seconded, and unanimously carried to close the violation and advise the owner if another occurrence was reported a Hearing would be scheduled. Cardinal was directed to advise the owner of the Board's decision.

The scheduled Hearing was held for the owner of account #CV1014378 regarding unapproved modifications. The owner was not present and had not responded to the violation. As the violation had not been corrected, a Motion was duly made, seconded, and unanimously carried to impose a fine in the amount of \$200.00, in accordance with the Association's Violation and Fine Policy. Cardinal was directed to advise the owner of the Board's decision and to schedule another Hearing at which additional fines could be imposed.

HEARING  
CV1014378

The Homeowner Forum was opened by the President, Berna Valenzuela.

H/O FORUM

The owner of account CV1012562 was present to receive an update regarding the assessment increase.

H/O  
CV1012562

The owner of account CV1014154 was present to receive an update regarding the assessment increase and asked why the Board was going to raise the assessments by twenty percent rather than the fifteen percent that was stated in the CC&Rs.

H/O  
CV1014154

The owner of account CV1025920 was present to receive an update regarding the assessment increase.

H/O  
CV1025920

The owner of account CV1015040 was present to discuss their concerns with the assessment increase, tree trimming, and noted that Meetings at 4:00 pm were hard to attend.

H/O  
CV1015040

The owner of account CV1014402 was present to confirm the increase in assessments rather than a onetime fee.

H/O  
CV1014402

The owner of account CV1014501 was present to discuss their concerns with the assessment increase and noted that the late fees were assessed after fifteen days rather than thirty days per the CC&Rs.

H/O  
CV1014501

The owner of account CV1024321 was present to discuss request the smoking fines be waived and to request documentation of areas in which the smoking was observed. Cardinal was directed to send the owner documentation of the fines.

H/O  
CV1024321

The owner of account CV1014146 was present to discuss their concerns with the assessment being raised by twenty percent rather than fifteen percent and confirmed November 1, 2023 as the date the increase would go into effect.

H/O  
CV1014146

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

H/O FORUM  
CLOSED

Cardinal reported that a homeowner requested a sign be placed at the pool reminding the community of the quiet hours. No action was required.

POOL COMM.

The Directors discussed appointing new Committee Members to the Landscape Committee. It was noted that no correspondence was received from interested homeowners.	LANDSCAPE COMM.
There was no report from the Website Committee.	WEB. COMM.
There was no report from the Architectural Committee.	ARCH.COMM.
A Motion was duly made, seconded, and unanimously carried to ratify the approvals by the Maintenance Committee for the following proposals: Las Floras proposal for irrigation electrical at a total cost of \$244.88, Service First proposal for build back at 12620 Briarglen Loop Unit A at a total cost of \$3,900.00, and Animal Pest Management proposal for trapping at 12704 Northbrook at a total cost of \$450.00.	MAINT. COMM.
A Motion was duly made, seconded, and carried to approve the Minutes of the August 23, 2023 Regular Meeting as presented. Director Thomas abstained as she was not present at the Meeting. A Motion was duly made, seconded, and carried to approve the Minutes of the September 11, 2023 Special Meeting as presented. Director Patterson abstained as she was not present at the Meeting.	APPROVAL OF MIN.
The Directors confirmed the monthly review of the Financial Statement. A Motion was duly made, seconded, and unanimously carried to accept the August 2023 Financial Statement as presented, subject to audit.	FINANCIAL REVIEW
The Directors reviewed the current aging report. No action was required.	AGING REPORT
A Motion was duly made, seconded, and unanimously carried to approve the Resolution to Record a Lien against the property of the owner of account #CV1014525.	LIEN RESOL. CV1014525
The Directors reviewed the proposed POD rule. 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, seconded, and unanimously carried to adopt the POD rules as drafted. Cardinal was requested to distribute the new rules to the membership via general notice.	POD RULE ADOPT.
The Directors discussed deck repairs. Cardinal noted that there were four total balconies that were in poor condition and recommended those balconies be repaired at this time. Cardinal was directed to obtain three different bids for all decks with the cost breakdown by property and cost to complete more than one deck at a time.	DECK REPAIR DISC.
The Directors discussed issues with Courtesy Patrol missing shifts and possibly damaging the guard shack door. Cardinal noted that the new patrol company would start on October 15, 2023. A Motion was duly made, seconded, and unanimously carried to approve the cancellation of the shift from 3:00pm – 11:00pm until the new contract took effect.	COURTSEY PATROL DISC.
The Directors reviewed the information from CAI-CLAC on the “Buck-A-Door” program to support legislative efforts to protect associations. A Motion was duly made, seconded, and unanimously carried to deny support of the program.	BUCK-A- DOOR

Director Jones provided an update on the guest passes that were abused. He noted that the issue was resolved.	GUEST PASS ABUSE DISC.
Director Jones provided an update regarding the tow company. He noted that the issue was resolved.	TOW COMP. DISC.
The Directors reviewed the CPM contract update and fee increase. A Motion was duly made, seconded, and carried to approve the monthly price increase of \$335.56, for a total monthly cost of \$5,928.21 effective November 1, 2023, and the updated contract. Director Thomas was opposed.	MANGMNT. CONTRACT
The Directors reviewed the proposal from 24HRC for carport repairs at 7720 Elmdale. A Motion was duly made, seconded, and carried to approve the proposal for carport repairs at 7720 at the total cost of \$3,683.61. Director Patterson was opposed. Cardinal was directed to advise the vendor of the Board's decision.	24 HRC PROP.
The Directors reviewed the correspondence from Animal Pest Management. No action was required.	ANIMAL PEST MGMT.
A Motion was duly made, seconded, and unanimously carried to ratify the approval by the Maintenance Committee for the following proposal: PMC Plumbing for mainline water replacement at 12621 Cleardale Unit N at a total cost of \$7,010.00.	12621 CLEARDALE UNIT N
The Directors reviewed the proposal from PCW for the utility door replacement at 12660 Briarglen Loop. A Motion was duly made, seconded, and carried to deny the proposal as the issue had been resolved. Cardinal was directed to advise the vendor of the Board's decision.	UTILITY DOOR REP.
The Directors reviewed the proposal from PCW for the south guard shack door repair. A Motion was duly made, seconded, and unanimously carried to table the proposal to the next Meeting.	GUARD SHACK DOOR REPAIR
The Directors reviewed the proposal from Service First for leveling the floor at 12635 Briarglen Unit A. A Motion was duly made, seconded, and unanimously carried to table the proposal to the next Meeting. Cardinal was directed to obtain additional information and pictures and to provide the information and pictures to the Maintenance Committee.	FLOOR LEV. - 12635 BRIARGLEN UNIT A
The Directors reviewed the correspondence submitted by the owner of account CV1014288 regarding the pool heater. It was noted that the not all pools were heated year-round. Cardinal was directed to advise the homeowner of the pool heating protocol and to post the pool information on the website.	H/O CORRES. CV1014288
The Directors reviewed the correspondence submitted by the owner of account CV1014501 regarding Courtesy Patrol. Cardinal was directed to advise the owner that it had been confirmed that the laptops were on site.	H/O CORRES. CV1014501

The Directors reviewed the correspondence submitted by the owner of account CV1014501 regarding the street sweeping. Cardinal was directed to advise that proposals for street sweeping had been requested.	H/O CORRES. CV1014501
The Directors reviewed the correspondence submitted by the owner of account CV1014501 regarding the gate attendants. No action was required.	H/O CORRES. CV1014501
The Directors reviewed the correspondence submitted by the owner of account CV1014501 regarding the shade rule. A Motion was duly made, seconded, and unanimously carried to deny the request. Cardinal was directed to advise the owner of the Board's decision.	H/O CORRES. CV1014501
The Directors reviewed the correspondence submitted by the owner of account CV1014790 regarding the water reimbursement request. A Motion was duly made, seconded, and unanimously carried to table the reimbursement request. Cardinal was directed to request the homeowner provide billing statements for the water usage for the current year and the previous year. Cardinal was directed to verify the timeline of the water leak.	H/O CORRES. CV1014790
The Directors reviewed the correspondence submitted by the owner of account CV1014801 regarding the budget line items. Cardinal was directed to ask the pool company if the cost to heat the pool would be less if the pool heater was turned off during the week and turned back on Friday for the weekend or would it take the entire weekend to heat the pool. Cardinal was also directed to advise the owner the Board was already replacing plant material with succulents and was looking into their suggestion regarding heating of the pool.	H/O CORRES. CV1014801
The Directors reviewed the correspondence submitted by the owner of account CV1021335 regarding a fee waiver request. A Motion was duly made, seconded, and unanimously carried to approve the fee waiver request with the stipulation that the balance was paid in full by the end of the month.	H/O CORRES. CV1021335
The Directors reviewed the correspondence submitted by the owner of account CV1022653 regarding the pool heater. Cardinal was directed to advise the homeowner of the pool heating protocol.	H/O CORRES. CV1022653
The Directors reviewed the work order report. No action was required.	W/O REPORT
The Directors reviewed and discussed the Pending Agenda Item list. It was noted that the following items were pending: street slurry and street sweeping proposals.	PENDING AGENDA ITEM LIST
There being no further business, the Regular Meeting was adjourned at 7:31 p.m.	ADJOURNED
Submitted by Kaily Benenati, Community Manager	SUBMITTED
ATTEST:	ATTEST

\_\_\_\_\_  
Berna Valenzuela, President

\_\_\_\_\_  
Date

SECRETARY CERTIFICATION

SECRETARY  
CERT.

I, Marisa Patterson, the appointed Secretary of the Crosspointe Village Homeowners Association, do hereby certify that the foregoing is the true and correct copy of the Minutes of the Crosspointe Village Homeowners Association Board of Directors Meeting held on September 27, 2023, as approved by the Board Members in attendance of the Meeting.

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

\_\_\_\_\_  
Date

DRAFT

DRAFT