

CROSSPOINTE VILLAGE HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
JANUARY 24, 2018

The Regular Meeting of the Board of Directors of the Crosspointe Village Homeowners Association was held on Wednesday, January 24, 2018, at the Smoketree Clubhouse. Director Jubal Leierer called the Meeting to order at 6:30 p.m.

CALL TO
ORDER

Directors Present: Jeff Gollin
Chris Kaesviharn
Jubal Leierer
Marisa Patterson

Directors Absent: William Harkness

Representing Cardinal: Lisa Bryce, Account Manager

Others Present: Albert Chen
Brad Constant
Kathleen Curran
David Mo
Le Nguyen
Sung Park
Mayela Ramirez – Phoenix Patrol
Geno Servello
Jennifer Thomas
Mai Trung
Randy Willard

A Motion was duly made, seconded, and unanimously carried to remove Director William Harkness from the Board due to non-attendance at the Board Meetings for the last nine months.

REMOVAL OF A
BOARD MEMBER

Director Leierer opened the Homeowner Forum.

H/O FORUM

The owner of 12655-B Glendale was present to discuss shoes on the patio. No action was required.

12655-B
GLENDALE

The owner of 7770-B Youngdale was present to report the Chinese elm trees by their property were not trimmed, the bulletin boards have not been updated, and the car in carport #789 had flat tires and was being stored. Cardinal was requested to contact Las Flores and inquire if the Chinese elms were to be trimmed with the other trees in the community in October 2017 and not over-looked.

7770-B
YOUNGDALE

The owner of 12680-K Briarglen was present to discuss shoes on the patio and termite concerns. No action was required.

12680-K
BRIARGLEN

The owner of 12635-G Briarglen was present to discuss shoes on the patio. The Board requested that the homeowner send the Board a drafted rule change regarding

12635-G
BRIARGLEN

the shoes. No action was required.

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

Cardinal was requested to confirm that there were “No Trespassing” signs at both entrances to the community.

Cardinal was requested to verify the City of Stanton’s trespassing rules and add this item to the February 2018 Agenda.

The scheduled Hearing was held for the owner with account #CV-0010-0307-03 for a damaged window. The owner was not present. A Motion was duly made, seconded, and unanimously carried to table the matter until the next Board Meeting. Cardinal was directed to advise the owner of the Hearing results, schedule another Hearing at the next Meeting, and verify if the window had been repaired.

The scheduled Hearing was held for the owner with account #CV-0010-0382-01 for failure to trim the tree hanging into the common area. The owner was not present. As 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. Cardinal was directed to advise the owner of the Hearing results and schedule another Hearing at the next Meeting, at which another fine could be imposed.

The scheduled Hearing was held for the owner with account #CV-0010-0477-04 for a parking violation. The owner was not present. As the violation had not been corrected, 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 Hearing results and schedule another Hearing at the next Meeting, at which another fine could be imposed.

The scheduled Hearing was held for the owner with account #CV-0010-0071-03 for a broom on the patio. The owner was not present. A Motion was duly made, seconded, and unanimously carried to close the matter as the violation had been corrected. Cardinal was directed to advise the owner of the Hearing results.

The scheduled Hearing was held for the owner with account #CV-0010-0077-03 for shoes on the patio. The owner was present. A Motion was duly made, seconded, and unanimously carried to close the matter as the violation had been corrected. Cardinal was directed to advise the owner of the Hearing results

The scheduled Hearing was held for the owner with account #CV-0010-0077-03 for plywood and miscellaneous items on the patio. The owner was present. A Motion was duly made, seconded, and unanimously carried to close the matter as the violation had been corrected. Cardinal was directed to advise the owner of the Hearing

H/O FORUM
CLOSED

TRESSPASSING
SIGNS

TRESSPASSING
RULES

HEARING
#CV-0010-0307-03
DAMAGED
WINDOW

HEARING
#CV-0010-0382-01
FAILURE TO
TRIM TREE

HEARING
#CV-0010-0477-04
PARKING
VIOLATION

HEARING
#CV-0010-0071-03
BROOM ON THE
PATIO

HEARING
#CV-0010-0077-03
SHOES ON THE
PATIO

HEARING
#CV-0010-0077-03
PLYWOOD ON
THE PATIO

results.

The scheduled Hearing was held for the owner with account #CV-0010-0159-02 for magnetic mesh screen. The owner was not present. A Motion was duly made, seconded, and unanimously carried to close the matter as the violation had been corrected. Cardinal was directed to advise the owner of the Hearing results.

HEARING
#CV-0010-0159-02
MAGNETIC
SCREEN

The scheduled Hearing was held for the owner with account #CV-0010-0166-02 for towels and life vests on the patio. The owner was not present. A Motion was duly made, seconded, and unanimously carried to close the matter as the violation had been corrected. Cardinal was directed to advise the owner of the Hearing results.

HEARING
#CV-0010-0166-02
TOWELS AND
LIFE VESTS ON
THE PATIO

The scheduled Hearing was held for the owner with account #CV-0010-0197-01 for weeds and grass in the patio. The owner was not present. As the violation had not been corrected, 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 Hearing results and schedule another Hearing at the next Meeting, at which another fine could be imposed.

HEARING
#CV-0010-0197-01
WEEDS AND
GRASS ON THE
PATIO

The scheduled Hearing was held for the owner with account #CV-0010-0347-03 for an extension cord hanging from the patio light. The owner was not present. As the violation had not been corrected, 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 Hearing results and schedule another Hearing at the next Meeting, at which another fine could be imposed.

HEARING
#CV-0010-0347-03
EXTENSION
CORD ON THE
PATIO

The scheduled Hearing was held for the owner with account #CV-0010-0075-04 for unescorted guest in the community. The owner was not present. A Motion was duly made, seconded, and unanimously carried to close the matter as the violation had been corrected. Cardinal was directed to advise the owner of the Hearing results.

HEARING
#CV-0010-0075-04
UNESCORTED
GUEST IN THE
COMMUNITY

The scheduled Hearing was held for the owner with account #CV-0010-0088-02 for an unescorted guest in the community. The owner was not present. As the violation had not been corrected, 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 Hearing results and request that the owner send in correspondence stating that their son was not allowed on the property.

HEARING
#CV-0010-0088-02
UNESCORTED
GUEST IN THE
COMMUNITY

The scheduled Hearing was held for the owner with account #CV-0010-0100-02 for three vehicle citations. The owner was not present. As the violations had not been corrected, a Motion was duly made, seconded, and unanimously carried to impose a \$150.00 fine, in accordance with the Association's Violation & Fine Policy. Cardinal was directed to advise the owner of the Hearing results.

HEARING
#CV-0010-0100-02
VEHICLE
CITATIONS

The scheduled Hearing was held for the owner with account #CV-0010-0124-04 to assess a plumbing invoice. The owner was present. A Motion was duly made, seconded, and unanimously carried to assess the plumbing invoice in the amount of \$165.00. Cardinal was requested to advise the owner of the Hearing results.

HEARING
#CV-0010-0124-04
PLUMBING
INVOICE

The scheduled Hearing was held for the owner with account #CV-0010-0218-09 to assess a plumbing invoice. The owner was present. A Motion was duly made, seconded, and unanimously carried to assess the plumbing invoice in the amount of \$350.00. Cardinal was requested to advise the owner of the Hearing results.

HEARING
#CV-0010-0218-09
PLUMBING
INVOICE

The scheduled Hearing was held for the owner with account #CV-0010-0277-04 to assess a plumbing invoice. The owner was not present. A Motion was duly made, seconded, and unanimously carried to assess the plumbing invoice in the amount of \$175.00. Cardinal was requested to advise the owner of the Hearing results.

HEARING
#CV-0010-0277-04
PLUMBING
INVOICE

Cardinal was directed to send correspondence to Scott English Plumbing and request that they tell homeowners that there would be an inspection fee assessed if the plumbing issue was homeowner responsibility.

SCOTT ENGLISH
PLUMBING

The scheduled Hearing was held for the owner with account #CV-0010-0338-01 for dumpster diving on November 8, 2017. 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 directed to advise the owner of the Hearing results.

HEARING
#CV-0010-0338-01
DUMPSTER
DIVING
NOVEMBER 8,
2017

The scheduled Hearing was held for the owner with account #CV-0010-0338-01 for dumpster diving on January 5, 2018. 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 directed to advise the owner of the Hearing results.

HEARING
#CV-0010-0338-01
DUMPSTER
DIVING
JANUARY 5, 2018

The scheduled Hearing was held for the owner with account #CV-0010-0379-01 for parking in the fire lane. 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 directed to advise the owner of the Hearing results.

HEARING
#CV-0010-0379-01
PARKING IN THE
FIRE LANE

The scheduled Hearing was held for the owner with account #CV-0010-0422-04 for their dog being off leash. The owner was 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 Hearing results.

HEARING
#CV-0010-0422-04
DOG OFF LEASH

The scheduled Hearing was held for the owner with account #CV-0010-0467-01 for skate boarding in the community. The owner was not present. A Motion was

HEARING
#CV-0010-0467-01

duly made, seconded, and unanimously carried to impose a \$100.00 fine, in accordance with the Association's Violation & Fine Policy. Cardinal was directed to advise the owner of the Hearing results.

SKATEBOARDING
 IN THE
 COMMUNITY

The scheduled Hearing was held for the owner with account #CV-0010-0467-01 for an unauthorized commercial vehicle. The owner was not present. A Motion was duly made, seconded, and unanimously carried to grant the tenant ninety days to remove the vehicle from the community. Cardinal was directed to advise the owner of the Hearing results.

HEARING
 #CV-0010-0467-01
 COMMERCIAL
 VEHICLE

Phoenix Patrol was present to discuss patrol matters. No action was required.

PHOENIX PATROL

Director Patterson reported that she had three clocks that could be installed at the pools. No action was required.

POOL CMTE.

A Motion was duly made, seconded, and unanimously carried to approve Director Chris Kaesviharn to chair the Pool Committee.

POOL CMTE.
 APPOINTMENT

The Landscape Committee provided the January 23, 2018 landscape walk report. A Motion was duly made, seconded, and unanimously carried to approve January 23, 2018 landscape walk report for miscellaneous items at a cost of \$1,183.00. Cardinal was requested to inform the vendor of the Board's decision.

LANDSCAPE
 CMTE.

Cardinal was requested to issue a work order to Las Flores Landscape and request that they inspect and submit a proposal for a long concrete planter box with bougainvillea that would be installed behind dumpster #6 along the wall where the cement pad was.

LAS FLORES
 LANDSCAPE

There was no Website Committee report. No action was required.

WEBSITE CMTE.

There was no Architectural Committee report. No action was required.

ARCH. CMTE.

A Motion was duly made, seconded, and unanimously carried to ratify the actions of the Maintenance Committee from December 7, 2017, approving the proposal from Scott English Plumbing to replace the main line at 12655-I Glendale at a cost of \$3,250.00, to be charged to reserves. Cardinal was requested to forward the signed copy of the proposal to the vendor for their records.

MAINTENANCE
 COMMITTEE

A Motion was duly made, seconded, and unanimously carried to approve the Minutes of the November 15, 2017 Regular Meeting as submitted. Director Gollin abstained.

APPROVAL OF
 MINUTES

The Directors reviewed the November 2017 and December 2017 Financial Statements. A Motion was duly made, seconded, and unanimously carried to accept the November 2017 and December 2017 Financial Statements as prepared, subject to audit.

FINANCIAL
 REVIEW

The Directors discussed the bad debt that the Board approved to write-off in November 2017. Cardinal was requested to confirm this amount to reflect on the 2016/2017 Budget and to add the item to the February 2018 Agenda.

BAD DEBT WRITE
OFF

Cardinal was requested to research the current water usage and to add the item to the February 2018 Agenda.

WATER USAGE

The Directors reviewed the current aging report. No action was required.

AGING RPT.

The Directors reviewed the collection status reports from Association Lien Services. No action was required.

COLLECTION
STATUS RPTS.

A Motion was duly made, seconded, and unanimously carried to approve the Resolution to Record a Lien against the property of the member with APN #937-674-90. Cardinal was requested to inform the collection attorney of the Board's decision.

LIEN AUTH.

The Directors reviewed the proposals from Advanced Reserve Solutions, Association Reserves, Foresight Financial, and Reserve Data Analysis. A Motion was duly made, seconded, and unanimously carried to approve Advanced Reserve solutions to perform the 2018/2019 Reserve Study without a site visit at a cost of \$775.00. Cardinal was requested to inform the vendors of the Board's decision.

2018/2019
RESERVE STUDY

The Directors tabled review of the proposals from Accurate Termite, America West, Fenn Termite, and The Termite Guy for annual termite treatment to the next Board Meeting. Cardinal was directed to add this matter to the February 2018 Agenda. Cardinal was requested to send the next two wood repair work orders due to termite damage to Accurate Termite and The Termite Guy. Cardinal was requested to invite Accurate Termite and the Termite Guy to the February 2018 Board Meeting. Accurate would be heard at 6:30 p.m. and The Termite Guy would be heard at 7:30 p.m.

ANNUAL
TERMITE
PROPOSALS

The Directors reviewed the suggested parking rule regarding parking decals. No action was required.

SUGGESTED
PARKING RULE

The Directors reviewed the correspondence received from CPR Construction regarding the uneven flooring at 12737 Mistybrook. Cardinal was requested to have CPR Construction provide the worst-case scenario pricing to repair the uneven flooring. Cardinal was requested to contact an engineer to inspect. The price approved was not to exceed \$500.00.

12737
MISTYBROOK

The Directors discussed garage parking for the owner with account #CV-0010-0325-01. A Motion was duly made, seconded, and unanimously carried to cancel the Hearing regarding the garage. Cardinal was requested to cancel the Hearing and inform the owner of the Board's decision.

H/O CORRES.
#CV-0010-0325-01
GARAGE

The Directors reviewed the correspondence from the owner with account #CV-0010-0236-04 regarding the reimbursement request for the water bill overage. A

H/O CORRES.
#CV-0010-0236-04

Motion was duly made, seconded, and unanimously carried to approve the reimbursement for the water bill overage in the amount of \$131.24. Cardinal was requested to inform the owner of the Board's decision and explain how the Board came to the determination of reimbursement in the amount of \$131.24.

WATER BILL

The Directors reviewed correspondence from the owner with account #CV-0010-0087-01 requesting to have a tree removed. Cardinal was requested to inform the owner that the Landscape Committee inspected the tree and their recommendation was not to remove the tree.

H/O CORRES.
#CV-0010-0087-01
TREE REMOVAL

The Directors discussed the Spring 2018 overlay. Cardinal was requested to email JB Bostick and secure a start date. Cardinal was requested to email the Board the start date.

STREET
OVERLAY

The Directors reviewed Collins Builders proposal #18-017P. A Motion was duly made, seconded, and unanimously carried to approve Collins Builders proposal #18-017P for stair repairs at 7702 Lansdale at a cost of \$1,972.00. Cardinal was requested to inform the owner and vendor of the Board's decision.

COLLINS
BUILDERS
APPROVED
PROPOSAL

The Directors tabled review of Concrete Hazard Solutions proposal for concrete replacement at 12618 Cleardale. Cardinal was requested to email code enforcement, inquire if the concrete replacement was necessary, and to add this item to the February 2018 Agenda.

CONCRETE
HAZARD
SOLUTION
TABLED
PROPOSAL
CPR CONST.
APPROVED
PROPOSALS

The Directors reviewed CPR Construction's proposals. A Motion was duly made, seconded, and unanimously carried to approve CPR Construction's proposal #19918 for miscellaneous repairs at a cost of \$13,599.00; proposal #20038 for miscellaneous repairs at 12682 Ferndale at a cost of \$3,106.00; proposal #20091 for patio fence repairs at 12660-A Briarglen at a cost of \$963.00; proposal #20093 for miscellaneous repairs at a cost of \$5,518.00; proposal #20131 for miscellaneous repairs at a cost of \$14,064.00; proposal #20200 for miscellaneous repairs at a cost of \$16,117.00; and proposal #20306 for wood repairs at 12635-H Briarglen at a cost of \$2,622.00. Cardinal was requested to inform the owners and vendor of the Board's decisions.

The Directors reviewed correspondence from the owner with account #CV-0010-0180-03 requesting towing reimbursement. A Motion was duly made, seconded, and unanimously carried to deny the request to reimburse towing. Cardinal was requested to inform the owner of the Board's decision.

H/O CORRES.
#CV-0010-0180-03
TOWING REIMB.

The Directors reviewed correspondence from the owner with account #CV-0010-0232-07 requesting towing reimbursement. A Motion was duly made, seconded, and unanimously carried to deny the request to reimburse towing. Cardinal was requested to inform the owner of the Board's decision and suggest the owner receive a new decal.

H/O CORRES.
#CV-0010-0232-07
TOWING REIMB.

The Directors reviewed correspondence from the owner with account #CV-0010-0161-02 requesting removal of late interest fees. A Motion was duly made, seconded, and unanimously carried to deny the request to waive late interest fees. Cardinal was requested to inform the owner of the Board's decision.

H/O CORRES.
#CV-0010-0161-02
REMOVAL ON
LATE INT. FEES

The Directors reviewed correspondence from the owner with account #CV-0010-0274-05 requesting reimbursement for water overage. A Motion was duly made, seconded, and unanimously carried to approve the request for water overage at an amount of \$120.00. Cardinal was requested to inform the owner of the Board's decision.

H/O CORRES.
#CV-0010-0274-05
REIMB. WATER
USAGE

The Directors reviewed correspondence from the owner with account #CV-0010-0322-03 requesting to waive the previously assessed fine. The owner was present. A Motion was duly made, seconded, and unanimously carried to deny the request to waive the previously assessed fine. Cardinal was requested to inform the owner of the Board's decision. Cardinal was requested to credit the owner \$50.00 as the previously assessed fine amount was incorrect.

H/O CORRES.
#CV-0010-0322-03
WAIVE
PREVIOUSLY
ASSESSED FINE

The Directors reviewed correspondence from the owner with account #CV-0010-0475-04 requesting reimbursement for a broken window. A Motion was duly made, seconded, and unanimously carried to deny the request to reimburse the amount for the broken window. Cardinal was requested to inform the owner of the Board's decision.

H/O CORRES.
#CV-0010-0475-04
REIMB. FOR
BROKEN
WINDOW

The Directors reviewed correspondence from the owner with account #CV-0010-0204-02 requesting a commercial vehicle variance. A Motion was duly made, seconded, and unanimously carried to approve the commercial vehicle variance. Cardinal was requested to inform the owner of the Board's decision, issue a decal for the commercial vehicle, add the commercial vehicle to the commercial vehicle spreadsheet, and inform Phoenix Patrol of the newly approved commercial vehicle variance.

H/O CORRES.
#CV-0010-0204-02
COMMERCIAL
VEHICLE
VARIANCE

The Directors tabled review of the correspondence from the owner with account #CV-0010-0120-07 regarding the need for a permit for their windows. Cardinal was requested to add this item to the February 2018 Agenda, and inquire if the owner would need a permit for the newly installed windows.

H/O CORRES.
#CV-0010-0120-07
PERMITE FOR
WINDOWS

The Directors reviewed correspondence from the owner with account #CV-0010-0120-07 requesting the bamboo on the patio wrought iron fence be allowed to stay installed. A Motion was duly made, seconded, and unanimously carried to approve the bamboo installation for ninety days. Cardinal was requested to inform the owner of the Board's decision and remind the owner that dogs were not allowed to be left unattended on balconies and patios.

H/O CORRES.
#CV-0010-0120-07
BAMBOO ON THE
FENCE

The Directors reviewed correspondence from the owner with account #CV-0010-0159-02 regarding earthquake insurance. Cardinal was requested to thank the

H/O CORRES.
#CV-0010-0159-02

owner for their correspondence and inform the owner that earthquake insurance was to be purchased by the owner.

EARTHQUAKE
INSURANCE

The Directors reviewed correspondence from the owner with account #CV-0010-0170-02 requesting that a handrail be installed. Cardinal was requested to inform the owner that they could submit an architectural application to install a handrail on the existing stucco at the owner's expense.

H/O CORRES.
#CV-0010-0170-02
HANDRAIL
INSTALLATION

The Directors reviewed correspondence from the owner with account #CV-0010-0211-06 regarding a neighbor-to-neighbor issue. Cardinal was requested to thank the owner for the correspondence and inform the owner that the second-hand smoke was a neighbor-to-neighbor issue.

H/O CORRES.
#CV-0010-0211-06
NEIGHBOR-TO-
NEIGHBOR ISSUE

The Directors tabled review of the correspondence from the owner with account #CV-0010-0265-05 regarding the tenant hitting the gate. The owner and tenant were present. Cardinal was requested to inform the owner of the Board's decision, add this item to the February 2018 Executive Session for 8:15 p.m., invite Frank from Phoenix Patrol to be present at 8:00 p.m., and obtain a legal opinion regarding the matter.

H/O CORRES.
#CV-0010-0265-05
TENANT HITTING
THE GATE

The Directors reviewed correspondence from the owner with account #CV-0010-0446-01 regarding mail delivery issues. Cardinal was requested to thank the owner for the correspondence and have them contact the post office regarding mail delivery issues.

H/O CORRES.
#CV-0010-0446-01
MAIL DELIVERY
ISSUES

The Directors reviewed the correspondence received from the City of Stanton regarding green waste recyclables. Cardinal was requested to forward the correspondence to the landscapers.

CITY OF
STANTON

The Directors reviewed the vehicle decal report. No action was required.

VEHICLE DECAL
REPORT

The Directors tabled the discussion regarding the exterminator's performance to the next Board Meeting.

EXTERMINATOR
PERFORMANCE

Cardinal was requested to add a column on the sign-in sheet for owners to check when they were in attendance for a Hearing.

SIGN-IN SHEET

Cardinal was requested to review the current position of the cameras.

CAMERAS

There being no further business, the Meeting was adjourned at 9:35 p.m.

ADJOURN

Submitted by: Lisa Bryce, Account Manager

SUBMITTED

ATTEST:

ATTEST

Jubal Leierer, President

Date

CERTIFY

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 January 24, 2018, as approved by the Board Members in attendance of the Meeting.

Marisa Patterson, Secretary

Date

Draft

Draft