

**Crosswoods Homeowners Association  
Board of Directors Meeting  
Crosswoods Meeting Room**

**Minutes  
May 23, 2018**

**I. Call to Order:** President Rollie Morshead called the meeting to order at 6:00 pm.

**II. Roll Call:**

Directors Present:	Rollie Morshead	<i>President</i>
	Rudy Di Massa	<i>Vice President</i>
	Margarita Orozco	<i>Treasurer</i>
	Judy Childress	<i>Secretary</i>
	Don Dillon	<i>Member at Large</i>
	Teri Todd	<i>Member at Large</i>
Directors Absent:	Red Straub	<i>Member at Large</i>
Management:	Garret Satfield	<i>General Manager</i>
	Courtney Powell	<i>Receptionist</i>
Homeowners:	Six	

**III. Open Forum:** The following items were topics of discussion:

- Landscaping
- Irrigation
- Landscape alteration applications
- Community garden
- Bike path

**IV. Approval of Previous Board of Directors Meeting Minutes:** Motions were made as follows:

- A.** A motion was made to approve the Board of Directors Meeting minutes of April 25, 2018 as amended. Vote: 6 in favor, 0 opposed. Resolved: Motion carried.
- B.** A motion was made to approve the Board of Directors Meeting minutes of May 14, 2018 as submitted. Vote: 6 in favor, 0 opposed. Resolved: Motion carried.

**V. Committee Reports & Meeting Minutes:** The board reviewed the following sets of minutes for the following committees, making motions as listed.

- A. Architectural Control Committee:** With no meeting being held by the committee during the month of May, there was nothing to review.
- B. Neighborhood Watch Committee:** With no meeting being held by the committee during the month of May, there was nothing to review.
- C. Landscape Control Committee:** The board reviewed the draft minutes prepared for the committee meeting held on May 16, 2018. Additionally, Leslie Lake advised the board of the committee's desire place a moratorium on any future applications being submitted by homeowners until the groundskeepers are able to complete all previously approved applications. ***Board Action: A motion was made to place a moratorium on any future landscape alteration applications being submitted by homeowners from June 6, 2018 through August 31, 2018, or until all previously approved applications are completed. Vote: 6 in favor, 0 opposed. Resolved: Motion carried. The board***

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*directed Management to ensure the membership is advised of this decision through the upcoming edition of the community newsletter.*

- D. Finance & Insurance Committee:** The board reviewed the draft minutes prepared for the committee meeting held on May 16, 2018.
- E. Pool Committee:** At the time of this meeting, draft minutes were not yet prepared for the committee meeting held on May 21, 2018.

**VI. Financials**

- A. Financial Statements and Supplementary Information:** The board reviewed the financial statements and supplementary information as prepared by Management.
- B. Treasurer's Report:** Margarita Orozco reported that the association's operating and reserve accounts held at Chase Bank and US Bank were recently closed and moved to accounts held at Pacific Western Bank.
- C. Investment Options:** Margarita Orozco reported that Paul Cutter, Vice President of Wealth Management with UBS Financial Services, is preparing an updated proposal for reserve investment options available to the community. It is anticipated that the Finance & Insurance Committee will review the updated proposal and submit a recommendation to the board during their committee meeting held in June 2018.

**VII. Old Business:**

- A. Association Equipment:** The board reviewed the following proposals submitted by the listed parties for the purchase of various pieces of association equipment.
  - a. Cagwin & Dorward:** A motion was made to approve the counter-offer submitted by Cagwin & Dorward to purchase the Walker mower (item number 1007) at a cost of \$7,500.00. Vote: 5 in favor, 1 opposed (Margarita Orozco). Resolved: Motion carried.
  - b. Natividad Zamora:** A motion was made to deny the proposal submitted by Natividad Zamora to purchase the 2008 Dodge Ram 1500 at a cost of \$950.00. Vote: 6 in favor, 0 opposed. Resolved: Motion carried.
  - c. Remaining Association Vehicles:** The board directed Management to obtain proposals from CarMax for the purchase of all remaining vehicles not to be retained by the association.

**VIII. New Business**

- A. Monticello Court Drainage:** The board reviewed and discussed correspondence submitted by the homeowners of 6919 Monticello Court regarding various concerns with the drainage near and surrounding the home. The board discussed past actions taken by the association to remedy those concerns and how best to proceed moving forward. **Board Action: The board directed Management to investigate possible courses of complete remediation of the drainage concerns, including but not limited to drain enlargement and camera-ing the existing lines.**
- B. Landscape Applications:**
  - a. Applications Reviewed by the Landscape Control Committee:** The following applications were recommended for the listed actions by the committee.
    - i. No. L105/6401 El Porto Lane/Mundell:** This homeowner submitted an application for the removal of a bush. **Board Action: A motion was made to approve the application with revisions as proposed by the committee. Vote: 6 in favor, 0 opposed. Resolved: Motion carried.**

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- ii. **No. L106/6927 Vera Cruz Court/Barnett:** This homeowner submitted an application for the removal of a tree and planting of the surrounding area. *Board Action: A motion was made to approve the application with revisions as proposed by the committee. Vote: 6 in favor, 0 opposed. Resolved: Motion carried.*
- iii. **No. L107/6912 Vera Cruz Court/Guevin:** This homeowner submitted an application for the installation of a border and planting of some bushes. *Board Action: A motion was made to approve the application with revisions as proposed by the committee. Vote: 6 in favor, 0 opposed. Resolved: Motion carried.*
- iv. **No. L108/7059 Lompoc Court/Hagen:** This homeowner submitted an application for additional plantings behind their home. *Board Action: A motion was made to deny the application as submitted due to various concerns with the area including a county easement and not being conducive to planting. Vote: 6 in favor, 0 opposed. Resolved: Motion carried.*
- v. **No. L109/6903 San Angelo Court/Lathrop:** This homeowner submitted an application for additional plantings behind their neighbors' homes. *Board Action: A motion was made to approve the application with revisions as proposed by the committee. Vote: 6 in favor, 0 opposed. Resolved: Motion carried.*
- vi. **No. L110/7026 Rio Cuarto Court/Lowry:** This homeowner submitted an application for various plantings surrounding their home. *Board Action: A motion was made to approve the application with revisions as proposed by the committee. Vote: 6 in favor, 0 opposed. Resolved: Motion carried.*
- vii. **No. L111/6516 Crosswoods Circle/Einhorn:** This homeowner submitted an application for the installation of a border at the top of the front lawn. *Board Action: A motion was made to approve the application with revisions as proposed by the committee. Vote: 6 in favor, 0 opposed. Resolved: Motion carried.*
- viii. **No. L112/6474 Crosswoods Circle/Eidam:** This homeowner submitted an application for the planting of trees and shrubs surrounding their home. *Board Action: A motion was made to approve the application with revisions as proposed by the committee. Vote: 6 in favor, 0 opposed. Resolved: Motion carried.*
- ix. **No. L113/7020 San Altos Circle/Oakes:** This homeowner submitted an application for the planting of owner-purchased plants. *Board Action: A motion was made to approve the application with revisions as proposed by the committee. Vote: 6 in favor, 0 opposed. Resolved: Motion carried.*
- x. **No. L114/6812 Madrea Court/Dillon:** This homeowner submitted an application for the various plantings surrounding their home. *Board Action: A motion was made to approve the application with revisions as proposed by the committee. Vote: 5 in favor, 0 opposed (Don Dillon abstained from the vote as he is the homeowner submitting the application). Resolved: Motion carried.*
- xi. **No. L115/6601 Crosswoods Circle/Bradshaw:** This application has not yet been reviewed by the committee. Accordingly, the board will review this application after receiving the committee's recommendations.

**IX. Executive Session Report:**

- A. **April 25, 2018:** An Executive Session was held on April 25, 2018 with the following items discussed:

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- a. **Minutes:** One (1) set approved
- b. **Third-Party Contracts:**
  - 1) Concrete driveways and walkways
  - 2) Siding and paint cycle
- c. **Homeowner Issues/Concerns:**
  - 1) Requested repairs

X. **Adjournment:** The meeting was adjourned at 7:20 pm.

Respectfully Submitted,

Signed: \_\_\_\_\_

*Board Secretary Signature*

Dated: \_\_\_\_\_

6/27/18

*Unofficial until signed*

Prepared by:  
Garret Satfield, CCAM  
General Manager



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