

**COUNTRY CLUB VISTA HOA**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**THURSDAY, July 22, 2010**

Board of Directors Present: President Karry Wang, Vice President Ellie White,  
Director Jane Fry, Secretary Michelle Marshall and  
Treasurer Yolanda Aquino  
Management Present: Trevor Milledge, CCAM, CMCA, from Association  
Communications, Inc., Homeowner Association  
Management.  
Homeowners Present: 2 homeowners are present.  
Committee Chairs: Tim Herring, ARC

**CALL TO ORDER**

President Karry Wang called the meeting to order at 7:04 pm, in the meeting room at the YMCA, Richmond, CA.

Stats at a glance as of June 30 2010:

# of owner occupied homes: 566 which is excellent for lending

#of offsite mailing addresses: 79

# of homes on the market and # of short sales or foreclosures:

The President reported that there have been a few foreclosures but nothing out of the ordinary for the current market.

# of delinquent accounts: 59 or 11 % in collections

Total delinquent \$ 154,150.35

# of violations: 8 , 2 hearings

Total fines billed \$ 6,100 YTD

Total unpaid fines \$ 4,800

Net Income	12/31/07	12/31/08	12/31/09	YTD
	\$181,971	\$260,313	\$237,855	\$106,121.51

**COMMITTEE REPORTS**

**Architectural (ARC):** Tim Herring, Chair

The Chair reports that 5 applications were received and reviewed since the last meeting. Four approvals and one contingent approval. It was noted the one contingent approval is a landscape/fence modification that has adjoined two homes back yards. It is approved provided the fence be reinstalled if either home is ever going to be sold.

**Hilltop Advisory Committee:** Michelle Marshall, Next meeting 8-2-2010.

Outstanding issues:

1. What have the CCV assessments from years 2000 - 2009 been used for? Anna Cortez provided the information via email and Yolanda will review and report to the Board her findings.
2. Financial report for landscape tax district, status of fence installation at soccer park, status of reimbursements from City of Richmond?

Management was directed to ask for an update on the status of:

- Soccer Park fence
- Planter box replanting reimbursement
- Faded stop and no parking signs
- Painting of red curbs

Meeting with Bill Lindsay was held 6/4/10 4 PM. Discussion items:

3. What have the CCV assessments from years 2000 - 2009 been used for? Can CCV become a gated community? Request community benefits as a result of the casino construction. Status of fence installation at soccer park, planter box replanting, and reimbursements from City of Richmond? Confirm that the special tax district is for a period of 10 years. Also repair of the Wildflower fence from the car accident and the trespass area where deer fencing with barbed wire is often broken. Red Curb painting and faded stop signs throughout.

#### **Landscape - Linda Hofer, Chair**

Management is requested to ensure Trimacs attends the September meeting to provide an update for the summer and Spring. Management was directed to have lights installed on the sound wall along the Giant Expressway Exit and at the Selmi Grove Gap to deter Graffiti.

#### **Neighborhood Council – Ana Cortez & Sarah Poushu**

Meetings are sparsely attended. The 3<sup>rd</sup> Monday of the month is set for the meetings. The Board reviewed the May 2010 Proposal to provide private security for the community would cost \$7/lot at 9AM to 4 PM Monday through Friday to \$20/lot for multiple patrols from VIP Security. Management to obtain revised proposal including 8 hours of nighttime weekend service on Friday and Saturday nights as well as a 90 day probationary period. Management is authorized to sign revised proposal and begin service on or about 8-1-2010.

#### **Website -**

The meeting rescheduling was not sent to the Yahoo Group. Management to update group moderator Joseph Narvaez ASAP.

#### **APPROVAL OF THE MINUTES**

**A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the minutes of May, 2010, as written.**

#### **TREASURER'S REPORT**

**A motion is made and duly seconded and it is, therefore, unanimously resolved to approve forwarding all accounts 90 days past due, in accordance with the civil collections policy, to ASAP Collections for further action: 002CR, 010, 019AS, 025AG, 043AG, 045, 045CR, 093FP, 096AG, 120, 144, 003CY, 004, 006CR, 018AS, 022CY, 031AG, 041AG, 051, 051FP, 059AG, 060, 061CR, 062CR, 063CY, 079AG, 096FP, 118, 120, 131AG, 142AG, 157.**

**A motion is made and duly seconded and it is, therefore, unanimously resolved to place a 90 day hold on account: 707**

**A motion is made and duly seconded and it is, therefore, unanimously resolved to approve personal obligation on the following accounts; RFAPO 07-07080, RFAPO 07-11069, RFAPO 08-09079, RFAPO 09-03055, RFAPO 09-08065, RFAPO 10-02215.**

#### HOMEOWNERS CONCERNS

New Owners:

Gregory & Francisca Barela – 626 Rock Rose Way  
Yongzhi Qi & Jie Chen – 214 Tanglewood Drive  
Zhan Shi & Alicia Xu – 887 Meadow View Drive  
Alvin Bell – 3515 Park Ridge Drive  
Clifford & Henrietta Lee – 3329 Park Ridge Drive  
Hengzhong Zhang & Fang Wan – 500 Deer Park Drive  
Tenzin Khando – 3630 Park Ridge

#### VIOLATION HEARINGS

The Board held 1 hearing, the violation was resolved, further action will be held in abeyance.

#### ARC APPEAL

3648 Park Ridge- Owner stated he has not received response to June 10, 2010 appeal letter for corrugated roofing on awning. Management to respond via Email and hard copy.

#### UNFINISHED BUSINESS

- 11-09-6: Parcel B – Ann Rankin reports that she has not had a response from the Browns to date. Management was directed to follow up with Counsel and advise Board of next steps accordingly. OPEN ITEM.
- 1-10-2: Goal Planning – This item was tabled pending further discussion by the Board OPEN ITEM.
- 3-10-1: Annual Meeting – **A motion is made duly seconded and carried and it is therefore unanimously resolved to approve the Annual meeting ballot to be sent out no later than August 6, 2010.** OPEN ITEM.
- 3-10-2: Weed Abatement –Management was directed to confirm Bodhaine Disking and Grading completed the second cut in July, tractor only no hand cutting. OPEN ITEM.
- 5-10-1: CC&R amendments – **A motion is made duly seconded and carried and it is therefore unanimously resolved to approve the Governing Document revision ballot to be sent out no later than August 6, 2010.** OPEN ITEM.
- 5-10-2: Doubtful Accounts – The Collection agency recommended writing off as non collectible several accounts in May. OPEN ITEM.

5-10-3: RCC Pool Party – Management was directed to provide Yolanda with a headcount and spreadsheet by mid August. To date 4 responses have been received. **A motion is made duly seconded and carried and it is therefore unanimously resolved to approve Treasurer Yolanda Aquino to purchase \$100 in mixed gift cards for raffle prizes. OPEN ITEM.**

#### ACTION ITEMS

Sign and implement Security agreement by 8-1

Mail balloting packages by 8-6

Draft Newsletter once security can be included. Send to Board for review.

**Next Agenda:** 2<sup>nd</sup> Thursday 7 PM odd months– 8 meetings per year

Thursday September 9

Thursday October 7 – Budget Meeting

Thursday November 11 – Insurance renewal

#### ADJOURNMENT

**A motion is made, duly seconded, and unanimously carried, and it is, therefore, resolved to adjourn the meeting at 8:15 PM.**

Respectfully submitted,

Michelle Marshall, Secretary for  
Country Club Vista Homeowners Association

## **COUNTRY CLUB VISTA HOA 2010 RESOLUTIONS**

### January

**A motion is made and duly seconded and it is, therefore, unanimously resolved to approve joining Kasdan and Simonds suit against SCS on behalf of the HOA, subject to contract review and the absent Board members concurrence.**

**A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the proposal to plant Atlas Road including the irrigation for \$2,150.**

Flags – **A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the purchase of flags for all the light poles on Rockrose, Monarch, Hilltop, Parkridge, Wildflower (management to make a final count). Banners to have just the graphic Estimate for 15 – 30” x 60” double sided vinyl banner and the brackets: \$1,500. City of Richmond to install.**

Hilltop irrigation – **Management to request a planting plan and proposal to irrigate from Landscape Committee/Trimacs.**

### March

Landscape - **A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the landscape installation and irrigation repair on Hilltop inclusive of a 6% discount for a total expense of \$76,708. Management to apply for the funds from the escrow account.**

**A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the proposal for \$2,900 for Tot Lot Mulch.**

**A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the addition of boulders on the Wildflower path for \$1,000.**

**A motion is made and duly seconded and it is, therefore, unanimously resolved to approve replacing various street trees for \$3,500.**

**A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the contract from Gingrich Horticulture to provide gopher control for \$1,950 annually.**

### May

Landscape Proposals:

New street trees - \$700

End of Wildflower - \$2,080

Tot Lots        - #6 (Wildflower) \$2,100  
                  - #5 (Spider Park) \$5,395  
                  - #4 (Ship Park) \$3,600  
                  - #3 (small park) \$1,770  
                  - #1 (Tanglewood) \$2,580  
                            Total    \$15,445

Markovich Entry - \$2,900

**A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the landscape proposals as presented.**

**A motion is made and duly seconded and it is, therefore, unanimously resolved to approve, pending final Treasurer review, the CPA reviewed the financial statements for the fiscal year end 12/31/09. Management to distribute it to the membership.**

**A motion is made and duly seconded and it is, therefore, unanimously resolved to approve, under CC 1363.07, that the area where the Browns encroached into Parcel B is not of general use to the other owners and that the Browns will maintain it at their expense, if they sign a recordable agreement that they will be responsible for the area of the encroachment, do all the maintenance of the area, and indemnify and defend the HOA from any claims that the HOA should be maintaining it or that it is dangerous and someone gets hurt.**

**A motion is made and duly seconded and it is, therefore, unanimously resolved to approve, having Ann Rankin draft two governing document amendments to lower the quorum requirements for voting of directors, and institute rental restriction limiting rentals to 15%.**

**A motion is made duly seconded and carried and it is therefore unanimously resolved to approve Treasurer Yolanda Aquino to purchase \$100 in mixed gift cards for raffle prizes.**

**A motion is made duly seconded and carried and it is therefore unanimously resolved to approve the Governing Document revision ballot to be sent out no later than August 6, 2010.**

**A motion is made duly seconded and carried and it is therefore unanimously resolved to approve the Annual meeting ballot to be sent out no later than August 6, 2010**

**A motion is made and duly seconded and it is, therefore, unanimously resolved to approve forwarding all accounts 90 days past due, in accordance with the civil collections policy, to ASAP Collections for further action: 002CR, 010, 019AS, 025AG, 043AG, 045, 045CR, 093FP, 096AG, 120, 144, 003CY, 004, 006CR, 018AS, 022CY, 031AG, 041AG, 051, 051FP, 059AG, 060, 061CR, 062CR, 063CY, 079AG, 096FP, 118, 120, 131AG, 142AG, 157.**

**A motion is made and duly seconded and it is, therefore, unanimously resolved to place a 90 day hold on account; 707**

**A motion is made and duly seconded and it is, therefore, unanimously resolved to approve personal obligation on the following accounts; *RFAP0 07-07080, RFAP0 07-11069, RFAP0 08-09079, RFAP0 09-03055, RFAP0 09-08065, RFAP0 10-02215.***

DRAFT