

COUNTRY CLUB VISTA HOA
BOARD OF DIRECTORS MEETING MINUTES
THURSDAY, MARCH 11, 2010

Board of Directors Present: Vice President Ellie White, and Secretary Michelle Marshall, and Director Jane Fry
Board of Directors Absent: President Karry Wang and Treasurer Yolanda Aquino,
Management Present: Caroline McCormick, CCAM, CMCA, from Association Communications, Inc., Homeowner Association Management.
Homeowners Present: 8 homeowners are present.
Committee Chairs: 1
Guests: Julie Gile, Trimacs Landscape Maintenance

CALL TO ORDER

Vice President Ellie White called the meeting to order at 7:15 pm, in the meeting room at the YMCA, Richmond, CA.

COMMITTEE REPORTS

Stats at a glance as of February 2010:

of owner occupied homes: **83%** which is excellent for lending

#of offsite mailing addresses: **17%**

of homes owned by SCS: **1 - 3605 Park Ridge Drive**

of delinquent accounts: **68** or **11 %** in collections

Total delinquent **\$145,249**

of violations: **54, 5** hearings (down from 80 fall 2009)

Total fines billed **\$ 1900** YTD

Total unpaid fines **\$ 29,710**

Net Income	12/31/07	12/31/08	12/31/09	YTD
	\$181,971	\$260,313	\$237,855	\$55,425

COMMITTEE REPORTS

Architectural (ARC): Tim Herring, Chair

The Chair reports that 9 applications were received and reviewed since the last meeting. Management to coordinate with the chair an approved replacement style fence and preferred vendor preferably with a group discount. No action

Hilltop Advisory Committee: Michelle Marshall

Meeting with Bill Lindsay confirmed for 3/19 4 PM

- 1. What have the CCV assessments from years 2000 - 2009 been used for?**
- 2. How do we go about getting capital projects for Richmond Parkway and San Pablo Avenue?**
- 3. How can we get better trash and graffiti removal in Pinole, Richmond and San Pablo?**
- 4. How can we improve pedestrian walk ways and street light timing in Richmond?**
- 5. How can we improve police visibility within the hilltop area?**

Management is requested to send master sequence sheet to Michelle Marshall.

Landscape - Linda Hofer, Chair

Committee meeting held 2/25/ 11-1. Next Meeting 4/22 11-1. Management is requested to focus on replacement landscape material for the five tot lot s and the Markovitch entry. Landscape Beautification – Spring only four lots signed up. We'll send another reminder in the newsletter.

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.

Neighborhood Council – Ana Cortez

Neighborhood Watch – the minutes from February are posted don the website. .

APPROVAL OF THE MINUTES

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

VIOLATION HEARINGS

The Board fined four homeowners for violations of the governing documents.

HOMEOWNERS CONCERNS

NEW OWNERS:

Rong Peng & Daorang Shen – 3610 Park Ridge Drive
Flora Wing Hang Law – 624 Rock Rose Way
Linda Zhou & Min Zhang – 598 Rock Rose Way
Steve Mendoza & Ana Alvarado – 1703 Larkspur Place
Samuel & Helen Cen - 3607 Park Ridge
Sheryl Palmieri – 3616 Sky Park Place
Wai Hoi Mak & Yimping Siu – 3609 Park Ridge
Jun Feng & Xiaoling Chen – 3615 Park Ridge
Kyung Yang – 3611 Park Ridge

Mok Lai & Ying Ho – 3603 Park Ridge

816 Meadowview Drive came with the following concerns:

817 Meadowwest Ct. junky looking lot

Speeding

Trash Can storage

Commercial vehicles

Add form to the website for general suggestions in the owner only section.

Soliciting is discussed in relation to door hangers and bags of rocks thrown in the driveway. Management will make courtesy calls but the HOA is not signed against soliciting.

3504 Parkridge – Applied to install a lattice screen for the backyard shed visible from the street.

4051 Request to waive fines – ledger attached – Denied

117Ag requests that you waive \$70 in late fees. Approved to reduce late fee to \$10 due to circumstance.

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 collections policy, to ASAP Collections for further action and resolve the following accounts as a personal obligation: 090ag, 059, 089.

Management to work with the treasurer on the foreclose of the following accounts: 054 APN 405-550-035-1, 055 APN# 405-550-036-9, 055CR APN# 405-570-055-5, and review the proposed bad debt write offs with the Treasurer and ask for unanimous written consent based on the Treasurer's opinion.

UNFINISHED BUSINESS

2-09-1: Flags – The HOA ordered 75 for delivery to Ken Kirton, City of Richmond, who will install n/c. Cost \$10,810. OPEN ITEM.

10-09-2: Hilltop irrigation –COMPLETED. CLOSED ITEM.

Concrete Culvert – CLOSED ITEM.

11-09-5: CPA – John Bellitto CPA to prepare the tax returns and review the financial statements for the fiscal year end 12/31/09 at a cost of \$2,450. An extension has been filed. OPEN ITEM.

11-09-6: Parcel B – Ann Rankin to notify the owners of the situation and then go to ADR if unable to resolve. OPEN ITEM.

- 11-09-7: Crossroads tow signage/red curb painting – CLOSED ITEM.
- 1-10-1: Developer Turnover – Trimacs will maintain the final lots effective March 1, 2010. CLOSED ITEM.
- 1-10-2: Goal Planning – OPEN ITEM.

NEW BUSINESS

- 3-10-1: Annual Meeting – June 10th is our target date. Call for Candidates to go out in the next newsletter. Management to ask the landscaper to be the guest speaker. Management will handle refreshments. Management to contact Becky at the Courtyard Marriot for rates. OPEN ITEM.
- 3-10-2: Weed Abatement – **A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the proposal from Bodhaine Disking and Grading for \$15,300.** First cut to be the second week of April. Trimacs will complete the eight foot fence line clearing prior to the weed abatement. OPEN ITEM.
- 3-10-3: Cement Review – Completed – No HOA liabilities noted. CLOSED ITEM.

ACTION ITEMS

Next Agenda: 2nd Thursday 7 PM odd months– 8 meetings per year
Thursday May 13
Thursday June 10 - Annual Meeting Hilltop Mall- Agenda: Update CC&R's – Rentals
Thursday July 8
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 8:55 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.

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