

COUNTRY CLUB VISTA HOA
BOARD OF DIRECTORS MEETING MINUTES
THURSDAY, September 9, 2010

Board of Directors Present: President Karry Wang, Vice President Ellie White,
Secretary Michelle Marshall and Treasurer Yolanda
Aquino
Absent: Director Jane Fry
Management Present: Caroline McCormick, CCAM, CMCA, from Association
Communications, Inc., Homeowner Association
Management.
Homeowners Present: 18 homeowners signed in.
Committee Chairs: Tim Herring, ARC, Sarah Poushu, NC
Guests Present: Jeff McAuliffe, Trimacs Landscaping

CALL TO ORDER

President Karry Wang called the meeting to order at 7:07 pm, in the meeting room at the YMCA, Richmond, CA.

COMMITTEE REPORTS

Architectural (ARC): Tim Herring, Chair

We had one new modification request since the last meeting.

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

The August meeting was cancelled. Management to contact the City regarding the soccer park fence and other updates.

Landscape – Jeff McAuliffe gives an update on the items completed since June 1, 2010. The fall beautification program will be offered again. He speaks in general about current maintenance issues. Turf weed control is in process and the beds get weeded monthly. LC to work on tree replacement throughout the lots.

Neighborhood Council – Ana Cortez & Sarah Poushu

The 1st Monday of the even months.

Security reports were forwarded separately. M-F 9am-4 pm and 12-4 Friday and Saturday nights. Trial period through the end of the year and if made permanent would result in an \$8 per month increase. Post signage that security is in place. Notify security to check 5YRW772 in the 3600 block of Parkridge.

Joe Bako will represent the NC at the citywide meetings.

NC has been successful in getting the City to agree to paint the curb red at Hilltop Dr. between the parkway and Rockrose and the fire hydrants on Rockrose and Coleman. In addition, signage will be installed on both sides of Hilltop prohibiting commercial trucks.

APPROVAL OF THE MINUTES

A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the minutes of July 22, 2010, as written.

TREASURER'S REPORT

The Treasurer would like to have the invoices and checks emailed to her and to have the checks issued through ACI.

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: 003CY, 014CY, 015, 018AS, 020CR, 025, 029AG, 030TS, 031AS, 038, 051CY, 056AS, 075AG, 110TS, and 167.

A motion is made and duly seconded and it is, therefore, unanimously resolved to approve personal obligation on the following accounts; 036 - APN# 405-550-017-9; 053 - APN# 405-550-034-4; 055FP - APN# 405-610-024-3; 016AG - APN# 405-630-004-1; 026AG - APN# 405-640-010-6; 093 - APN# 405-540-033-9; 055FP - APN# 405-610-024-3

A motion is made and duly seconded and it is, therefore, unanimously resolved to approve small claims on APN# 405-550-042-7; APN# 405-570-055-5; APN# 405-630-009-0; and APN# 405-570-055-5.

A motion is made and duly seconded and it is, therefore, unanimously resolved to approve determining what the fees and costs are and might be and the chances of collecting on account 002AS And write off 051 \$529.

Management to schedule the request to meet from 131ag for the October meeting.

HOMEOWNERS CONCERNS

There is a request presented signed by many residents to install gates to the community. Unfortunately, the community has city streets, two public parks and is an access to another neighborhood, so the City will not allow it. A Parkridge resident had a strange animal in the rear yard. Three raccoons were in the trash cans. Also falling branches from the eucalyptus trees are falling in their backyard. Management agrees to liaison with the country club to assist the owners.

Paint OSR handrails and iron fencing.

759 Rockrose inspect the fence and respond to the owner.

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

UNFINISHED BUSINESS

- 11-09-6: Parcel B – Ann Rankin reports that the Browns have agreed to the settlement. They have placed stakes where they think the property line should be. The developer will have a surveyor give us the meets and bounds, Ann Rankin will prepare a deed for your execution and the developer will install the fence. Management is directed to meet with the homeowner and photograph the area. The contractor would like at least 4 to 5 feet of clearance for access and the board would like the fence to be within one foot of the patio. OPEN ITEM.
- 1-10-2: Goal Planning – TABLED ITEM.
- 3-10-1: Annual Meeting – Due to the receipt of only 70 ballots, the balloting extended to November 11, 2010. OPEN ITEM.
- 3-10-2: Weed Abatement – Management to schedule the third cut after the first of October. CLOSED ITEM.
- 5-10-1: CC&R amendments – See 3-10-1. OPEN ITEM.
- 5-10-2: Doubtful Accounts – CLOSED ITEM.
- 5-10-3: RCC Pool Party – Very successful. ACI has a list of takeaways for next year. Total cost was \$6,154.55 with 200+- attendees. CLOSED ITEM.
- 09_10_1: Tree Contract - **A motion is made and duly seconded and it is, therefore, unanimously resolved to approve renewal of the Tree Care of California contract. Yo's tree is too big.** CLOSED ITEM.

ACTION ITEMS

Next Agenda: 2nd Thursday 7 PM odd months– 8 meetings per year

Thursday October 7 – cancelled

Thursday November 11 – Insurance renewal, Goal Planning, YMCA, Budget Meeting, Parking stickers, owl boxes

Newsletter: VIP Security, Landscape Beautification, Recommend Fall Maintenance (caulking, fire place cleaning, gutter cleaning) quarterly statement of account.)

ADJOURNMENT

A motion is made, duly seconded, and unanimously carried, and it is, therefore, resolved to adjourn the meeting at 8:30 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; *RFAPO 07-07080, RFAPO 07-11069, RFAPO 08-09079, RFAPO 09-03055, RFAPO 09-08065, RFAPO 10-02215.*

A motion is made and duly seconded and it is, therefore, unanimously resolved to approve renewal of the Tree Care of California contract.