

COUNTRY CLUB VISTA HOA
BOARD OF DIRECTORS MEETING MINUTES
THURSDAY, OCTOBER 8, 2009

Board of Directors Present:	President Karry Wang, Secretary Michelle Marshall, and Director Jane Fry.
Board of Directors absent:	Vice President Ellie White, Treasurer Yolanda Aquino
Management Present:	Caroline McCormick, CCAM, CMCA, from Association Communications, Inc., Homeowner Association Management.
Homeowners Present:	One homeowner is present.
Committee Chairs:	None
Guests:	None

CALL TO ORDER

President Karry Wang called the meeting to order at 7:15 pm, in the meeting room at the YMCA, Richmond, CA.

Stats at a glance as of August 2009:

of owner occupied homes: 538 or 83%, which is excellent for lending
#of offsite mailing addresses: 107 (includes those owned by SCS) or 17%
of homes owned by SCS: 12
of homes on the market: 0 active listings – all are pending
of delinquent accounts: 135 or 20% in collections
Total delinquent \$151,000+
of violations: 81
Total fines billed \$2,800 YTD
Total unpaid fines \$ unknown
Emails in last thirty days: 100 +/-
Net Income YTD
\$ 60,024 net income

HOMEOWNERS CONCERNS

One owner on Parkridge requests that the HOA remove a small Eucalyptus tree between their yard and the golf course. Management is directed to forward the request to tree service for action in November.

Parcel B – Management is directed to ask Ann Rankin request the developer install the fence at the lot line to allow access to parcel B where it is currently landlocked.

It is reported that 754 Regents needs fence repair and 753 Rockrose has missing fence planks and there is a shopping cart near Tot Lot 5.

APPROVAL OF THE MINUTES

A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the minutes of September 2009, as written.

VIOLATION HAEARINGS

Management is directed to have the horsetail at 3321 Park Ridge removed and split the cost with the homeowner.

210 Tanglewood to be fined for holiday décor and lions.

DELINQUENT ACCOUNTS

A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the sending all final collection notices by certified and regular mail, assign 3519 Parkridge debt to the collection agent and foreclose on 031AS, 041AS, 142, 055FP and 110AG.

Due to the lack of response, management to notify the collection agent that the outstanding “meet and confer” requests have not been completed successfully and are cancelled.

COMMITTEE REPORTS

Architectural (ARC): Tim Herring, Chair

No report

Landscape - Linda Hofer, Chair

Next meeting 10/22 9:30 AM.

Neighborhood Council – Ana Cortez & Sarah Poshu

Neighborhood council minutes of 9/10 posted to the website.

We got 2 volunteers for block captains: Pat Carey – Wood Glen and Linda Lucas - Park Ridge.

Yahoo Group - Joseph Narvaez

No report

UNFINISHED BUSINESS

6-08-2: Painting Project – The Crossroads has been completed. Management visually reviewed all the Tot Lots 9/25 for completion.
3 homeowners have accepted the offer for Urban to paint their homes and Urban has honored their bulk price. CLOSED ITEM.

2-09-1: Flags – Management is requested to follow-up with Tony Norris regarding the cost, commitment from the city, expected life span, and installation.
OPEN ITEM.

- 3-09-1: Weed Abatement – The 3rd and final cut has been completed. Management calendared this contract for competitive bidding in 2010. CLOSED ITEM.
- 3-09-2: Tot Lot Repairs – Tot lot rehab is underway. Additional repairs are needed at Tot Lot 5 parts are expected October 14, 2009, and the rolled matting has been installed. CLOSED ITEM.
- 09-09-1: Trees: Management prepared a short form contract for signature and provided the list of trees that were pruned last year. Contract to commence 10/1/09. CLOSED ITEM
- 09-09-7 Parking: Management asked counsel how to make the association rules supersede city regulations within the community streets. There is nothing in the current CC&Rs that gives the HOA the authority to tow. Vehicle Code 22658 allows HOAs to tow cars from privately owned property if the HOA erects signs and complies with other statutory requirements. Ann Rankin states she will look into this further but her initial take is that the CC&Rs don't authorize the towing and also the streets are not private property. The HOA should refer enforcement to the Richmond PD, code enforcement and the NC. CLOSED ITEM.

NEW BUSINESS

- 10-09-1: 2010 Budget - **A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the draft budget with no increase to the monthly assessment of \$85.** Management to forward to the Board the budget and related disclosures for final review 2 weeks prior to mailing. OPEN ITEM.
- 10-09-2: Hilltop irrigation - Trimacs has confirmed that there is no sleeve under Rockrose and contacted a company that specializes in boring under streets for a quote. OPEN ITEM.

ACTION ITEMS

Newsletter: The next mailing will be the 2010 Budget followed by a statement of account and newsletter – holiday edition in late November.

Meeting Schedule 2009 and Next Agenda: 2nd Thursday 7 PM – 8 meetings per year Thursday, November 12 – Insurance Renewal, Landscape Contract Renewal, 2010 Meeting Schedule, Crossroads tow signage/red curb painting, Concrete Culvert, fire hydrant curb painting – NC/City, CCV Website (comment period expires 10/19), How to identify CCV as a neighborhood

ADJOURNMENT

A motion is made, duly seconded, and unanimously carried, and it is, therefore, resolved to adjourn the meeting at 8:45 PM.

Respectfully submitted,

Michelle Marshall, Secretary for
Country Club Vista Homeowners Association

COUNTRY CLUB VISTA HOA
2009 RESOLUTIONS

January

A motion is made and duly seconded and it is, therefore, unanimously resolved to accept the proposals from Trimacs: Parkridge at Richmond CC for \$10,000 to spread mulch; and renew the landscape contract effective December 1, 2008 for one year at no cost increase.

A motion is made and duly seconded and it is, therefore, unanimously resolved to accept the proposals from Trimacs for \$20,000 to repair 9 valves on Hilltop Drive at the expense of the escrow account, provided the City of Richmond will allow the HOA to then access the irrigation and water the area.

A motion is made and duly seconded and it is, therefore, unanimously resolved to engagement the CPA John Bellito for \$2,350.

A motion is made and duly seconded and it is, therefore, unanimously resolved to renew the ACI contract at the same cost of \$5,500 per month for 2009 based on management attending 8 meetings annually.

February

A motion is made and duly seconded and it is, therefore, unanimously resolved to accept the proposals from Trimacs to replace 4 lots with sod. To be paid from estoppels fees.

March

A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the revised estimate from Bodhaine Disking and grading for \$15,700.

May

A motion is made, duly seconded, and unanimously carried, and it is, therefore, resolved to appoint Jane Fry to the open Board position.

July

A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the following proposals:

Crossroads pathway - \$1,200

Replace street trees on 7 lots - \$1,400

5 yards almond bark a Parkridge at Wood glen (BB court lot) \$75

Install Lavatera at Parkridge at Markovitch entry \$420

1204 Primrose replace diseased shrubs \$175, 1707 Larkspur \$250, 1205 primrose \$250

A motion is made and duly seconded and it is, therefore, unanimously resolved to have the contract reviewed and ask Urban to make an effort to get more homeowner to sign up for the painting project.

A motion is made and duly seconded and it is, therefore, unanimously resolved to accept the proposal from Playgrounds Unlimited for \$37,734 and request a contract to be reviewed by counsel and determine the warranty.

A motion is made, duly seconded, and unanimously carried, and it is, therefore, resolved to have legal review of all contracts over \$15,000 as a standard item.

A motion was made, duly seconded and carried and it is therefore unanimously resolved to approve the purchase of the software upgrade for the Treasurer's Peachtree.

A motion is made and duly seconded and it is therefore, unanimously resolved to approve the proposal to paint the crossroads wall for \$2,000.00

A motion is made, duly seconded and carried and it is therefore unanimously resolved to approve Trimacs 6 hours of investigative time to locate the sleeve for the irrigation lines to cross the road without the need for trenching.

September

A motion is made, duly seconded and carried and it is therefore unanimously resolved to approve Trimacs 6 hours of investigative time to locate the sleeve for the irrigation lines to cross the road without the need for trenching.

A motion is made and duly seconded and it is, therefore, unanimously resolved to fine 23 lots for violations.

A motion is made and duly seconded and it is, therefore, unanimously resolved to approve having all hearing notices sent by certified mail.

A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the Treasurer purchasing the upgraded version of Peachtree.

A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the change order from Urban Brothers Painting for the Crossroads section of the wall for \$2,410.

A motion is made and duly seconded and it is, therefore, unanimously resolved to accept the proposal from Tree Care of California for \$1,500 per month provided the vendor will guarantee a flat 3 yr price with annual renewal.

October

A motion is made and duly seconded and it is, therefore, unanimously resolved to

approve the sending all final collection notices by certified and regular mail,

A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the draft budget with no increase to the monthly assessment of \$85.