



Country Club Vista HOA

Call for Candidates

A Board of Directors position has become available. If you are interested in running for a seat on the Board please contact Management at Caroline@acihoa.com. The Board makes important decisions about our Community and would benefit from your participation. Please consider filling this important position.

There are many benefits of being on the Board. Most of us don't know what our HOA does and are confused about its governance, responsibilities and authority. Some of us complain about the services our HOA provides (or lack, thereof), but most of us don't have any idea what it costs to provide the landscaping, maintenance and other amenities that are required by law.

You can learn these things and many more by being on the Board. You also get hands-on experience making decisions that are important to our Community. So, please help us and run for the Board. It takes only a couple hours a month.

The Election rules require that candidates be members in good standing: current payment of assessments and with no outstanding violations, fines, or suspension.

Country Club Vista HOA
c/o Association Communications, Inc.
3732 Mt. Diablo Blvd, Ste 395 Lafayette, CA 94549
(925) 283-4900 (925) 283-4907 fax
www.aciho.com
After Hours Emergency (925) 283-4900 press 0
Management Team
Caroline McCormick, CCAM, CMCA
Publication Editor ext 225
Caroline@acihoa.com

Besy Bohulano
Accounting Dept. ext 223
Besy@acihoa.com

Board of Directors

Open Position

Ellie White

Yolanda Aquino

Michelle Marshall

Jane Fry

President

VP

Treasurer

Secretary

Director

Committee Chairs

Tim Herring

Joe Bako & Sheryl Palmieri NC

Terry Goode

Joseph Narvaez

Linda Hoffer

Architectural

Train Noise

Yahoo Group

Landscape

New website : Username: **ccvhoa** Password: **shasta**

www.countryclubvistahoa.org

VIP Security Hotline: 1 (800) 564-3068 ext. 3.

Parking Permits Required

The Board of Directors recognizes safety as the top priority of the residents and guests of the Association. With safety in mind, they are continually making efforts to deter crime in any way possible. One idea that came to mind was the issuance of parking permits to all residents. The reason behind parking permits is so that everyone in the Association can monitor vehicle activity. All residents will have a parking permit issued by Management to display in the rear left window of their vehicle. Should a vehicle roaming the property appear suspicious anyone including residents, security, Management and the Police can determine if the vehicle is an outsider or an actual resident just by checking for parking permits.

Many recent concerns arising from unfamiliar and suspicious vehicles triggered the parking permit idea. With that being said, parking permits have been ordered and all residents must complete and return the attached owner/tenant information sheet in exchange for parking permits.

Once the information is received, Management will input the data into the system and issue one permit per vehicle per residence. It is important that you provide Management with this information to assist in the safety efforts of the community.

For questions or concerns regarding the permits please contact Management at Maria@acihoa.com.

HOA Assessments

The Association is based on a calendar year schedule. Coupon books for each resident **NOT** utilizing online bill pay systems or autopay through First Bank were ordered and mailed the week of December 15th, 2010. To date, no coupon books have been returned to Management as undeliverable. Please include your coupon slip with each payment as well as the account number on your payment. This will help First Bank process your payment promptly and accurately. If you've misplaced your coupon book, replacement booklets are available for \$11. Payment for a replacement booklet must be received by Management prior to issuing a replacement. For those of you utilizing online banking systems please **MAKE SURE** your payments are being sent to the following address as the Santa Ana branch has been closed for two years and payments are now being returned.

c/o First Bank

PO Box 15003

Vallejo, CA 94591-1903

If you are interested in signing up for autopay please contact Licia@acihoa.com for an application.

Architectural Corner

The Association was established roughly 10+ years ago. In a ten year time frame structural components become worn and torn and may need repair or replacement. What is being seeing currently in need of maintenance are the rear and side yard fences. Many have become fragile and dilapidated. Please take a look around your property to review the perimeter fence for maintenance needs. If your fence is in need of replacement, please contact Management for an architectural application prior to commencing work. All ARC applications must be approved and signed off on by the Architectural Committee. Below is a picture of what your fence should look like or similar to. Please note, stains other than clear are not permitted.

B



Board on Board - picture-framed, con-heart, sealed



Board on Board - picture-framed, con-heart, jumbo lattice

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City Contact Information

Below is a list of handy contact numbers for departments within the City of Richmond that may be helpful to owners and residents within the Community. Please feel free to utilize the numbers as needed to address issues that may arise. You can also contact Management should you need assistance.

The following telephone numbers are for non-emergency use.

Please dial 911 for emergencies.

Richmond PD **Non Emergency Line:** (510) 233-1214
Richmond Fire: (510) 307-8031
City of Richmond: (510) 620-6500
Park Signage: (510) 231-3073
Park Garbage Receptacles: (510) 231-3074 or (510) 231-3076
City Street Pole Lighting: (510) 231-3007
Traffic Lights: (510) 307-8112
BEAT Officer: (510) 685-8520

VIPSECURITY HOTLINE: (800) 564-3068 ext 3

Board Meeting Schedule 2011

All meetings will be held the 2nd Thursday of odd months

Meeting commence promptly at 7 PM.

All meetings will be held at the YMCA on Lakeside Drive, Richmond

January 13

March 10

May 12

June 9-**Annual Meeting**

July 14

September 8

November 10 – **Budget Meeting**



Policy Governance

Country Club Vista Homeowners Association

OWNER/TENANT INFORMATION SHEET

Please complete this form so we may contact you in case of an emergency.

DATE _____

PROPERTY ADDRESS _____

HOMEOWNER NAME (S) _____

RESIDENT NAME (S) _____

HOMEOWNER MAILING ADDRESS (IF DIFFERENT FROM ABOVE):

DAY PHONE _____ EVENING PHONE _____

HOMEOWNER E-MAIL ADDRESS: _____

VEHICLE INFORMATION: MAKE MODEL YEAR LICENSE PLATE NO.

MAKE MODEL YEAR LICENSE PLATE NO.

PLEASE INDICATE WHICH APPLIES TO YOUR ADDRESS: _____ Rental _____ Owner occupied

Any time there is a change in your unit occupancy, you must complete this form and attach copy of the existing lease is to be attached to this form. If you need additional copies of this form please call Association Communications Inc. at (925) 283-4900 or go to the association's website

www.countryclubvista.org

NUMBER OF TENANTS _____ TENANT MOVE-IN DATE _____

NAMES OF EACH RESIDENT: _____

TENANT DAY PHONE _____ EVENING PHONE _____

I have received a copy of the HOA Rules.

OWNER/TENANT SIGNATURE

DATE _____

RETURN TO: ASSOCIATION COMMUNICATIONS INC.

3732 Mt. Diablo Blvd. #395, Lafayette, CA 94549 or Fax to: (925) 283-4907