

COUNTRY CLUB VISTA HOA
BOARD OF DIRECTORS MEETING MINUTES
THURSDAY, MARCH 13, 2011

Board of Directors Present: Vice President Ellie White, Secretary Michelle Marshall and Director Jane Fry
Absent: Treasurer Yolanda Aquino
Management Present: Maria Aguayo, CCAM from Association Communications, Inc., Homeowner Association Management.
Homeowners Present: 5 homeowners and 2 residents accompanied by an owner were present.

CALL TO ORDER

Vice President, Ellie White called the meeting to order at 7:06 pm, in the meeting room at the YMCA, Richmond, CA.

Stats at a glance as of February 28, 2011:

of owner occupied homes: 538 which is excellent for lending

#of offsite mailing addresses: 107

of delinquent accounts: 64 in collections

Total delinquent \$105,595 in collections

of violation hearings: 0

Total fines billed \$ YTD

Combined Net Income:	12/31/07	12/31/08	12/31/09	12/31/10
	\$181,971	\$260,313	\$237,855	\$225,949

COMMITTEE REPORTS

Architectural (ARC): Tim Herring, Chair

Hilltop Advisory Committee: Michelle Marshall, Chair

Outstanding issues:

1. The records request has been sent to the City.

Update on the status of:

Soccer Park fence – I met with the new parks director, Chris Chamberlain. The budget is \$15,000 and they will be asking for bids for black chain link fencing.

Management confirmed that it would be a city expense and not from the escrow account.

Faded stop and no parking signs – in progress.

Painting of red curbs – completed, in one area proceeding to other areas.

Landscape: Linda Hofer, Chair

The spring beautification has been mailed. Weather has cancelled our last two meetings. Management to re-schedule the landscape walk pending favorable weather.

NC: Joe Bako, Chair

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

approve a donation in the amount of \$500 on the behalf of the County Club Vista HOA to help fund the NC and aid in continued progress. A Board of Directors was organized, Joe Bako was appointed President. The NC is now working on being recognized as an official organization within the RNCC.

Yahoo Group

Website:

Management has confirmed the request of the Board for document transmission shall remain as is; all meeting packages and materials, violation logs & notices, collection reports and all other documents of a large capacity and monthly issuance shall be uploaded to the Board page on the association's website. Documents of a nominal size and higher frequency are to be emailed to Board members directly.

APPROVAL OF THE MINUTES

A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the minutes of January 13, 2011, 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 collections policy, to ASAP Collections for further action: 001, 010FP, 014CY, 024, 028CY, 031CR, 034CR, 036CR, 049CY, 059AG, 075AG, 079AG, 117, 118, 134, 146AG.

ASAP Resolutions:

A motion is made and duly seconded and it is, therefore, unanimously resolved to approve small claims on the following account(s): 025AG, 031AG, 180, 015AS, 096AG

A motion is made and duly seconded and it is, therefore, unanimously resolved to approve personal obligation on the following account(s): 060TS, 068CY

HOMEOWNERS CONCERNS

New Owners:

Neeraj Kumari & Harpreet Singh – 709 Rock Rose

Donald & Julia Lin – 763 Pt. Pinole (offsite owner)

Myat Tun – 3941 Selmi Grove

323 Hawk Ridge Drive—Owner reports the additional walkway and gate was approved prior to the recent architectural denial. Management is requested to review the unit file regarding the history of these items.

3610 Park Ridge Drive—The Board has reviewed the owners request to waive the remaining balance of the fines assessed and it was unanimously decided to deny the request. Management is requested to draft a response notice to the owners with the Board's decision.

3506 Park Ridge—The Board has reviewed the owners request to keep the non approved stone pine tree in the front yard and it was unanimously decided to deny the

request. Management is requested to draft a response notice to the owners with the Board's decision.

352 Hawk Ridge—Owner received a notice regarding their fence and stained it red. We asked them to remove the red "paint" and they say its stain. Please direct. In January the Board agreed to allow the homeowners on Mulberry Court who painted the fence orange to repaint in a suitable color. I have asked the ARC Chair for a recommendation without a response. Please direct. Some we have let weather and some we have asked for the paint to be removed.

506 Deer Park—It was reported that the new tenants occupying the unit have multiple vehicles parked on the street leaving no room for guest to park, constant volume control issues and heavy foot traffic throughout the day during specific hours of the day. Management is requested to draft a courtesy notice to the owner informing them of the concerns reported.

One owner requested contact information for gutter cleaning services. Management is requested to contact Tree Care of California and request a quantity break to be distributed to the membership in the next newsletter.

3310 Park Ridge—Owner received a violation letter regarding a fence in disrepair and trash cans, they have confirmed their fence is not in disrepair and the trash can is stored appropriately immediately following service. Management to re-inspect and provide feedback to owner regarding specific location of fence disrepair.

NEW BUSINESS

- 03-11-1: Annual Meeting – **A motion is made and duly seconded and it is, therefore, unanimously resolved to approve extending the ballot deadline to April 29th.** President White and Director Bako will discuss options to utilize the block captains with the Neighborhood Watch in assisting Management with the distribution of the parking permits. OPEN ITEM.
- 03-11-2: Security – Gates, Additional Patrols, Cameras—TABLED ITEM.
- 03-11-3: Weed Abatement – **A motion is and duly seconded and it is, therefore, unanimously resolved to approve the proposal from Bodhaine Discing & Grading for \$17,000 to perform 3 cycles of weed abatement.** OPEN ITEM.
- 03-11-4: Open Board Position – **A motion is made and duly seconded and it is, therefore, unanimously resolved to appoint Joe Bako to the Board of Directors. A second motion was made to appoint Ellie White as President, Michelle Marshall as Vice President, Yolanda Aquino as Treasurer, Jane Fry as Secretary and Joe Bako as Director.** CLOSED ITEM.

01-11-1: Reserve Study –OPEN ITEM.

01-11-3: Goal Planning – TABLED ITEM.

01-11-4: Plaques – A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the 23x30 metal signs at a cost of \$275ea as the sign of choice for future replacements and purchased by Management on an as needed basis. Management is requested to notify the Board when replacement signs have been ordered to replace damaged or stolen signs. OPEN ITEM.

01-11-5: Parking Stickers – See annual meeting. Management is also requested to draft a flyer for block captains to distribute with the permits regarding the purpose for the permits and note that they are not intended for crime prevention but for crime monitoring and should not be shared with outsiders. Time permitting, Management is requested to include information regarding the ballot measure and request members submit their ballots. OPEN ITEM.

11-10-4: CPA –OPEN ITEM.

11-10-5: OSR Handrails –CLOSED ITEM.

11-09-6: Parcel B –OPEN ITEM.

Meeting Schedule 2011: 2ND Thursday 7PM odd months—7 meetings per year

Thursday May 12

Thursday September 8

Thursday June 9—Annual Meeting

Thursday November 10—Budget Meeting

Thursday July 14

Newsletter: Include a statement of account.

March 10

September 1

June 30

December

A motion is made, duly seconded, and unanimously carried, and it is, therefore, resolved to adjourn the meeting at 8:50 PM.

Respectfully submitted,

Jane Fry, Secretary for
Country Club Vista Homeowners Association

**COUNTRY CLUB VISTA HOA
2011 RESOLUTIONS**

January

Reserve Study—A motion is made and duly seconded and it is, therefore, unanimously resolved to approve a three year from the Helsing Group \$2,900, same as the original study in 2007.

Security—Parking Stickers – A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the purchasing of 4000 customized stickers at .37 ea. for \$1,850.

March

A motion is made and duly seconded and it is, therefore, unanimously resolved to approve a donation in the amount of \$500 to help fund the NC and aid in continued progress.

Annual Meeting – A motion is made and duly seconded and it is, therefore, unanimously resolved to approve extending the ballot deadline to April 29th.

Weed Abatement – A motion is and duly seconded and it is, therefore, unanimously resolved to approve the proposal from Bodhaine Discing & Grading for \$17,000 to perform 3 cycles of weed abatement.

Open Board Position – A motion was made and duly seconded and it is, therefore, unanimously resolved to appoint Joe Bako to the Board of Directors. A second motion was made to appoint Ellie White as President, Michelle Marshall as Vice President, Yolanda Aquino as Treasurer and Joe Bako as Director.

Plaques – A motion was made and duly seconded and it is, therefore, unanimously resolved to approve the 23x30 metal signs at a cost of \$275ea as the sign of choice for future replacements and purchased by Management on an as needed basis.