

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

Board of Directors Present: Vice President Ellie White, Secretary Michelle Marshall, Director Karry Wang, and Director Jane Fry
Absent: Treasurer Yolanda Aquino,
Management Present: Caroline McCormick, CCAM, CMCA, and Maria Aguayo, CCAM, from Association Communications, Inc., Homeowner Association Management.
Homeowners Present: One homeowner signed in.
Committee Chairs: Tim Herring, ARC

CALL TO ORDER

Vice President Ellie White called the meeting to order at 7:05 pm, in the meeting room at the YMCA, Richmond, CA.

Stats at a glance as of December 31, 2010:

of owner occupied homes: **577** which is excellent for lending

#of offsite mailing addresses: **68**

of homes on the market: **8**

of delinquent accounts: 53 or 8% in collections

Total delinquent **\$ 93,760**

of violation hearings: 9

Total fines billed **\$7,000** YTD

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

The chair reports that 6 applications have been received since the last meeting. 5 were approved and one was denied.

Hilltop Advisory Committee: Michelle Marshall, Chair

Outstanding issues:

1. What have the CCV assessments from years 2000 - 2009 been used for?
Management asked Ann Rankin draft a demand letter requesting more detail including the salaries and benefits and request an audited financial statement.
Ann Rankin has requested a copy of the info on the tax district.

Update on the status of:

Soccer Park fence – we’ve been told “by July 2011”

Faded stop and no parking signs – in progress.

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

Management to offer the City to finance the fence replacement at the soccer park.

Landscape - Linda Hofer, Chair

Met in December to review fall beautification. There is a Committee Meeting again in late January.

APPROVAL OF THE MINUTES

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

TREASURER'S REPORT

040AG-Meet & Confer requested – We're clarifying with ASAP that post petition bankruptcy fees have been paid which is the nature of the dispute.

In November ASAP collected \$8,000 on behalf of CCV.

Small Claims hearing set for February 24th at 2:30pm, three accounts will be presented. One has already made payment arrangements.

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: 063AS, 100, 174, 031CY, 038CR, 064CY, 134, 005, 006CR, 019AS, 022CY, 076, 088FP, 109, 124

A motion is made and duly seconded and it is, therefore, unanimously resolved to approve personal obligation on the following account(s): 142, 054, 060TS.

A motion is made and duly seconded and it is, therefore, unanimously resolved to approve small claims on *account* 115-Initiate small claims; 052AS-Initiate small claims; 087FP-Initiate small claims, 110-Initiate small claims.

A motion is made and duly seconded and it is, therefore, unanimously resolved to approve 048AS- payment plan and 036-Authorization to write off debt.

A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the sending of A/P reports for approval via e-mail and all approved recurring payments to be made via online ACH payments.

HOMEOWNERS CONCERNS

New Owners:

Linda Xiaoxing Zhang – 346 Hawk Ridge

Jack Hou – 456 Wood Glen Drive

Weijing Luo and Lu Jiang – 3625 Park Ridge Drive

Jingping Guo & Jinru Zhu – 3962 Selmi Grove

Ernest R. Torres – 620 Rock Rose Way

Brian C. Lam – 3633 Park Ridge Drive

Mrs. Rajleen K. Arora – 434 Wood Glen Drive

Duyen Le – 4023 Coleman Drive – offsite
Catherine & Sherwood Salo 3928 Selmi Grove
Kuan & Min Penn – 232 Tanglewood

3614 Sky Park attends to discuss the recent attempted burglaries.

There will be a neighborhood watch meeting January 24, 2011.

3610 Park Ridge-Owner requests to waive \$200 fines for construction debris and non approved flatwork. Architectural application received and approved. The Board agrees to waive half the fines.

Management was requested to research gas pipelines surrounding the property- There are currently 2 transmission lines surrounding CCV. Using 323 Hawk Ridge Drive as a search address, PG&E reports an active transmission line .3 miles away and a top 100 transmission line 1.74 miles away. The top 100 transmission line is on the list of 100 most prioritized lines for service, maintenance and repairs. It is frequently monitored and technicians are dispatched immediately when service is needed. ACI was limited on detailed information as we do not own property within the HOA. Owners can call the dedicated gas line number for PG&E at 1-888-743-7431 or visit www.pge.com/gasnetwork & pge.com/pipeline planning for more information.

753 Rockrose fence repairs needed
Mushrooms are present in several lots.

Management is requested to upload the past management's reports onto the website.

NEW BUSINESS

- 01-11-1: 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. OPEN ITEM.**
- 01-11-2: Escrow Agreement – Management to confirm the amount of the escrow request, balance on the account, and who are the funds disbursed to when the balance falls below \$100,000. OPEN ITEM.
- 01-11-3: Goal Planning – TABLED ITEM.
- 01-11-4: Plaques— The large 23" x 30 plaques in bronze are \$2,600 plus \$250 per sign for installation. If we print on metal panels, the cost would be: 23 x 30...275.00, plus \$75 per sign installation. Management to obtain a proof (sample) of the metal sign. OPEN ITEM.

- 01-11-5: Security— Parking Stickers - **A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the purchase of 4000 customized stickers at .41 ea. for \$1,640.** Management to place a notice in the newsletter advising the membership. OPEN ITEM.

UNFINISHED BUSINESS

- 11-10-4: CPA –John Bellito to perform the Review and prepare the tax returns for the FYE 12/31/10. OPEN ITEM.
- 11-10-5: OSR Handrails – Urban Brothers Painting for \$1,325. Pending favorable weather. Color to be black. OPEN ITEM.
- 11-09-6: Parcel B – Counsel has served the owners obstructing access with a notice to enter into alternative dispute resolution, they have declined and the Association can now sue, if we owned the parcel. The Richmond Country Club has sent notice of intent to sue. Management advised the insurance company, Ann Rankin and Doug Lusson. Per the President's instructions, I advised title that the HOA will not accept Parcel B until the problems are resolved. OPEN ITEM.
- 3-10-1: Annual Meeting – 101 ballots have been submitted to date. The election inspector extends the balloting deadline to March 10, 2011. OPEN ITEM.

ACTION ITEMS

Next Schedule 2011: 2nd Thursday 7 PM odd months– 7 meetings per year

Thursday March 10 – Election Inspector's Report

Thursday May 12

Thursday June 9 - Annual Meeting

Thursday July 14

Thursday September 8

Thursday November 10 - Budget Meeting

Newsletter: Voluntary parking registration for safety,
Include a quarterly statement of account.

The Board accepts the resignation of Karry Wang from the Board of Directors.

ADJOURNMENT

A motion is made, duly seconded, and unanimously carried, and it is, therefore, resolved to adjourn the meeting at 8:19 PM.

Respectfully submitted,

Michelle Marshal, 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 purchase 4000 customized stickers at .37 ea. For \$1,850.