

**FAIRWAYS AT COUNTRY CLUB VISTA HOA**  
**BOARD OF DIRECTORS MEETING MINUTES**  
Monday, August 8, 2011

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Board of Directors Present: Cesar Zepeda, Greg Schultz, Ebony Jacobs, Li Ma  
Board of Directors Absent: None  
Management Present: Maria Aguayo, CCAM, from Association  
Communications, Inc., Homeowner Association  
Management, ACMF  
Homeowners Present: Six owners were present

CALL TO ORDER

President Cesar Zepeda called the meeting to order at 7:12 pm, at Round Table Pizza, Richmond, CA.

**A motion is made and duly seconded and it is, therefore, unanimously resolved to appoint Joy Castillo to the Board of Directors.**

APPROVAL OF THE MINUTES

**A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the June 30, 2011 meeting minutes, as written.**

TREASURER'S REPORT

Treasurer Ma reports that as of July 31, 2011 there is \$2,174 in operations, \$87,619 in reserves and \$42,577 in accounts receivable. The HOA is currently under budget \$321. **A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the Treasurer's Report.**

DELINQUENT ACCOUNTS

Management is requested to invite a representative from ProSolutions to attend the December meeting to discuss outstanding collection matters.

**A motion is made and duly seconded and it is, therefore, unanimously resolved to Forward the following account to collections: 059**

#022—Owner has requested a Meet & Confer, the Board has provided 8/21 and 8/28 as available dates to meet.

**A motion is made and duly seconded and it is, therefore, unanimously resolved to proceed with the following resolution requests:**

002-Notice of Lien Assessment  
064-Notice of Lien Assessment  
012-Small Claims Action  
050-Small Claims Action  
036-Small Claims Action  
029-Small Claims Action  
077-Small Claims Action  
049-Hold  
031-Hold  
042-Hold

038-Hold  
043-Hold  
001-Hold  
035-Hold  
024-Hold  
084-Hold

#### COMMITTEE REPORTS

##### ***Architectural: BOD***

None pending

##### ***Lighting:*** Vanessa Chan

Management was requested to contact the lighting vendor to request pricing information to fill the pull boxes on Waverly Dr. with mortar to prevent wiring theft. The cost to pour mortar is roughly \$55 ea. with a required minimum of four boxes.

##### ***Welcome: BOD***

Myrtlewood Ct.—Chang Family

#### HOMEOWNERS FORUM

1048 Myrtlewood Ct.—Resident reports that her vehicle was towed from in front of the garage while unloading. A request for tow reimbursement in the amount of \$260 was made. **A motion is made and duly seconded and it is, therefore, unanimously resolved to deny the request for the cost associated with tow reimbursement for the resident of 1048 Myrtlewood Court.**

#### NEW & UNFINISHED BUSINESS

- 12-07-1: SCS Bond Release/Tot Lot Dedication – As requested, Management provided the large development maps transferred during the transition of management companies to President Zepeda for review. OPEN ITEM.
- 08-09-3: Plant Upgrades – OPEN ITEM.
- 01-11-2: Cement Review—Management and the Board held a site inspection prior to the meeting to review the current curb painting. The Board agreed to make adjustment to the current painting to allow for two additional open parking spaces on Waverly Dr. Management is requested to provide a revised parking map for review prior to holding a re-paint job walk. OPEN ITEM.
- 08-11-1: Reserve Study—**A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the proposal from Murray Joseph to prepare reserve study financial update for a cost of \$738.00.** OPEN ITEM.

08-11-2: Community Social—OPEN ITEM.

08-11-3: ARC Guidelines—OPEN ITEM.

ACTION ITEMS

**Newsletter:** Inspector of Election report

**Meeting Schedule:** 2<sup>nd</sup> Monday of the even months at 7 PM - Round Table Pizza

ADJOURNMENT

**A motion is made, duly seconded, and unanimously carried, and it is, therefore, resolved to adjourn the regular meeting to executive session to discuss personnel at 9:08 PM.**

Respectfully submitted,

Cesar Zepeda, President for  
Fairways at Country Club Vista Homeowners Association

## February

A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the following accounts for collection pending review of delinquent status prior to forwarding: 022, 077, 082, 036, 012, 050.

A motion is made and duly seconded and it is, therefore, unanimously resolved to write-off the balance owed for account #405-650-035.

## April

CPA—A motion is made, duly seconded and it is, therefore, unanimously resolved to approve the 2010 FYE CPA review as provided by Kirby & Forbes to be distributed to the members by 4/30/11.

Cement Review— A motion is made duly seconded and it is, therefore, unanimously resolved to approve the proposal from Black Diamond Paving for concrete grinding at a cost of \$1,348.

## June

1115 Greystone Ct—Owner is requesting architectural approval for pavers in the rear yard. A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the architectural request to install pavers in the rear yard.

1035 Suncrest Ct—Owner is requesting architectural approval for the previously installed non-approved rear yard deck. A motion is made and duly seconded and it is, therefore, unanimously resolved to deny the architectural request to install a deck in the rear yard due to hazardous installation methods related to lighting wiring and non compliance with the architectural guidelines.

## August

A motion is made and duly seconded and it is, therefore, unanimously resolved to deny the request for the cost associated with tow reimbursement for the resident of 1048 Myrtlewood Court.

Reserve Study—A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the proposal from Murray Joseph to prepare reserve study financial update for a cost of \$738.00.