

**FAIRWAYS AT COUNTRY CLUB VISTA HOA**  
**BOARD OF DIRECTORS MEETING MINUTES**  
Monday, October 17, 2011

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Board of Directors Present: Cesar Zepeda, Greg Schultz, Ebony Jacobs & Joy Castillo  
Board of Directors Absent: Li Ma  
Management Present: Maria Aguayo, CCAM, from Association Communications, Inc., Homeowner Association Management, ACMF  
Homeowners Present: No owners were present

**CALL TO ORDER**

President Cesar Zepeda called the meeting to order at 7:06 pm, at Round Table Pizza, Richmond, CA.

**APPROVAL OF THE MINUTES**

**A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the August 8, 2011 meeting minutes, as written.**

**TREASURER'S REPORT**

As of September 30, 2011 there is \$5,214 in operations, \$95,694 in reserves and \$43,232 in accounts receivable. The HOA is currently under budget \$226. **A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the Treasurer's Report.**

Management is requested to provide an annual report of active units contributing to the monthly income.

**COMMITTEE REPORTS**

***Architectural: BOD***

1008 Redhawk Ct.—**A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the architectural application for the previously installed trash run with the condition that the buyer provide a signed addendum accepting all maintenance responsibility and liability for the modification.**

***Lighting:*** Vanessa Chan

***Welcome: BOD***

Bonneville Ct.—Hailemariam Family

**HOMEOWNERS FORUM**

1032 Myrtlewood Ct.—It was reported that garage is being used for storage with miscellaneous items allowing room for only one vehicle to park. Management is requested to draft a notice to the owner and confirm the number of parking permits issued to the residents.

1036 Suncrest Ct.—It was reported that the tow company has provided the resident with information that allows the owner to park the vehicle in the court. Management is requested to draft a notice to the owner regarding no court parking and speak with the tow company regarding the inaccurate information.

1081 Heritage Ct.—It was reported that the residents continue to store a boat in the garage and park 5 vehicles in the open space court parking. Management is requested to draft a letter to the owner to notify them of the parking rules.

1000 Waverly Dr.—It was reported that the new residents park two cars in the no parking driveway. Management is requested to draft a letter to the owner to notify them of the parking rules.

#### NEW & UNFINISHED BUSINESS

12-07-1: SCS Bond Release/Tot Lot Dedication – TABLED ITEM.

08-09-3: Plant Upgrades – TABLED ITEM.

01-11-2: Cement Review—Management is requested to hold a job walk and provide the areas of additional painting to the vendors and provide proposals to the Board via email prior to the December meeting. Proposals should include stenciling “Fairways Parking” at the lot behind KFC. Management is also requested to inquire with the vendors about a product called Rhino Shield to expand the life of the paint. OPEN ITEM.

08-11-1: Reserve Study—**A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the reserve study financial update as prepared by Murray Joseph.** CLOSED ITEM.

08-11-3: ARC Guidelines—TABLED ITEM.

10-11-1: CPA—**A motion is made and duly seconded and it is, therefore, unanimously resolved approve the proposal from Kirby & Forbes to review the 2011 FYE financials and prepare the state and federal taxes for a cost of \$1,500.** OPEN ITEM.

10-11-2: 2012 Budget—**A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the 2012 budget with no increase in monthly assessments.** Management is requested to provide the final spreadsheet to the Board via email. CLOSED ITEM.

10-11-3: Tree Pruning—TABLED ITEM.

#### ACTION ITEMS

**Meeting Schedule:** 2<sup>nd</sup> Monday of the even months at 7 PM - Round Table Pizza  
December 12 – Fiscal Year end, Holiday decor

ADJOURNMENT

**A motion is made, duly seconded, and unanimously carried, and it is, therefore, resolved to the regular meeting at 9:15 PM.**

Respectfully submitted,

Joy Castillo, Secretary for  
Fairways at Country Club Vista Homeowners Association

**FAIRWAYS AT COUNTRY CLUB VISTA HOA**  
2011 Resolutions

**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.**

**October**

1008 Redhawk Ct—**A motion is made and duly seconded and it is, therefore,**

**unanimously resolved to approve the architectural application for the previously installed trash run with the condition that the buyer provide a signed addendum accepting all maintenance responsibility and liability for the modification.**

**Reserve Study—A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the reserve study financial update as prepared by Murray Joseph.**

**CPA—A motion is made and duly seconded and it is, therefore, unanimously Resolved approve the proposal from Kirby & Forbes to review the 2011 FYE financials and prepare the state and federal taxes for a cost of \$1,500.**

**2012 Budget—A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the 2012 budget with no increase in monthly assessments.**