

FAIRWAYS AT COUNTRY CLUB VISTA HOA
BOARD OF DIRECTORS MEETING MINUTES
Monday, April 11, 2011

Board of Directors Present: Cesar Zepeda, Greg Schultz, Li Ma,
and Ebony Jacobs
Board of Directors Absent: Diane Von Behren
Management Present: Maria Aguayo, CCAM, from Association
Communications, Inc., Homeowner Association
Management, ACMF
Homeowners Present: 1 owner was present

CALL TO ORDER

President Cesar Zepeda called the meeting to order at 7:13 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 February 7, 2011 minutes as amended to reflect a “pending” motion to write-off the balance of account number #405-650-035 based on confirmation that the account can be re-opened should assets be found once again in California.

TREASURER’S REPORT

Treasurer Ma reports that as of February 28, 2011, there is \$610 in operations, \$43,446 in reserves and \$39,417 in accounts receivable. The HOA is currently over budget \$613. **A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the Treasurer’s Report.**

A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the following accounts for collections pending review of delinquent status prior to forwarding: 064

Management is requested to review the request to forward account #002 to collections for accuracy. The account does not appear to be at least 90 days delinquent.

A motion is made and duly seconded and it is, therefore, unanimously resolved to proceed with the following actions on the following accounts:

022-Notice of Intent to Lien
012-Notice of Intent to Lien
036-Notice of Intent to Lien
050-Notice of Intent to Lien
031-Skip Trace

038-Skip Trace
077-Small Claims
042-Small Claims
043-Small Claims
001-Small Claims
084- small claims
027-Small Claims

COMMITTEE REPORTS

Architectural: BOD

Lighting: Vanessa Chan

Complete lighting inspection was performed on 4/3, Management dispatched the handy man to repair all exterior garage lights per the list provided.

One owner reports that all the lights on Waverly Dr. were vandalized. Republic ITS was dispatched and it was discovered that the lids from 2 lighting pull boxes were removed and 3 conductor wires were clipped but were not removed. The C-taps were reconnected and all lights were repaired. Management is requested to contact Republic ITS and ask if locking the pull boxes is an option to prevent further vandalism.

Management reported the plaza lights out to Jeff Roush, Vista Del Mar Plaza Manager.

A work order for the lights on San Pablo was submitted to the City of Richmond, these were also vandalized along with the lights on Waverly Dr.

Welcome: Diane Von Behren, Chair

Eaglewood Ct—Woo Family

Boneville Ct –Ge Family

Landmark Ct—Lin Family

Farmstead Ct—Feye Family

HOMEOWNERS FORUM

1140 Arrowhead Ct—Owner reports his Nissan Sentra was stolen from the open parking on Waverly last month. A police report was filed. Management is requested to add this information to the newsletter for residents to be aware.

One owner reports inappropriate disposal of miscellaneous household items at the curb at Redhawk Ct belonging to unit 1012. Management had the items hauled away and disposed of. The account will be assessed for reimbursement of disposal fees once the invoice is received. Management is requested to add an article regarding inappropriate disposal in the next newsletter.

1035 Suncrest Ct—It is reported that the residents are illegally disposing of household items by placing them in the garbage receptacles of the surrounding neighbors.

1056 Suncrest Ct—It is reported that the residents park their vehicles inappropriately in front of the garage.

One owner requests that agendas be mailed to the members prior to all meetings. Agendas are posted at the community bulletin Board no later than the Thursday before the meeting for all to view and also on the Association's website.

1087 Heritage Ct—Owner reports the vines on the fence shared with the Vista Del Mar Plaza are in need of maintenance. Management is requested to contact Jeff Roush, the Plaza Manager regarding this issue and also provide the owner with his contact info.

1067-1071 Newcastle Ct—It is reported that the fence that runs along the perimeter of these units which is shared with the Vista Del Mar Plaza is in disrepair. Management is requested to contact Jeff Roush, the Plaza Manger regarding this issue.

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.

10-10-1: 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.** CLOSED ITEM.

8-09-3: Plant Upgrades – President Zepeda and Vice President Schultz to meet with Will of D&H to review the upgrades for sections C&D on Saturday April 16 at 10am. At this time all proposals including irrigation controllers, replacement trees and irrigation repairs will be discussed. OPEN ITEM.

01-11-2: 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.** Management is requested to contact Black Diamond Paving and request a separate line item showing the cost of red curb painting. This and asphalt sealing to be discussed at the next Board Meeting. OPEN ITEM.

04-1-1: Irrigation—See Plant Upgrades above. TABLED ITEM.

04-2-1: Annual—The Annual Meeting is scheduled for June 13th followed by a regular Board meeting which will include discussion on a community social. The Board has reviewed the annual package to be distributed to the members. CLOSED ITEM.

ACTION ITEMS

Newsletter: First Bank Payment information, inappropriate disposal & stolen vehicles
The Board to draft the upcoming newsletter and forward to Management for review, completion and distribution to membership.

Meeting Schedule: 2nd Monday of the even months at 7 PM - Round Table Pizza
June 13—Annual & Board Meeting
August – Asphalt sealing and striping

ADJOURNMENT

A motion is made, duly seconded, and unanimously carried, and it is, therefore, resolved to adjourn the meeting at 8:34 PM.

Respectfully submitted,

Cesar Zepeda, President 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.