

# The Vineyards

OF SARATOGA

September/October 2012

## NEXT BOARD OF DIRECTORS MEETING

The next meeting is on October 11, 2012 at the Large Pool Area beginning at 7:00 P.M. **ALL HOMEOWNERS ARE WELCOME AND ENCOURAGED TO ATTEND!**

### Your Board of Directors:

**Jim Foley**

President and Maintenance

**Frank Hedges**

VP, Head of Security

**Laurel Smith**

Secretary and Newsletter

**Gloria Felcyn**

Treasurer

**Steve Gillen**

Director, Landscape, & Clubhouse

**Ruut Van Den Hoed**

Director & Landscape

**Jim Turke**

Director

## WEBSITE

Website for Vineyards -

[www.vineyardsofsaratoga.com](http://www.vineyardsofsaratoga.com)

A good source for up-to-date information, copies of monthly newsletters and minutes of the Board of Directors meetings, etc. If you'd like to be included in email reminders, send your name, unit number and email address to [register@vineyardsofsaratoga.com](mailto:register@vineyardsofsaratoga.com). Both owners and tenants are welcome. Please indicate owner or tenant.

Luis Heredia, Association Manager  
**Community Management Services, Inc.**  
Contact number 408-559-1977  
Fax number 408-559-1970  
E-mail address:  
[lheredia@communitymanagement.com](mailto:lheredia@communitymanagement.com)

FOR YOUR INFORMATION: TO REPORT A CRIME OR ANY SUSPICIOUS ACTIVITY TO THE LOCAL SHERIFF'S DEPARTMENT, CALL 299-2311.

## New Association Bank

The Association is moving their bank account from Comerica to Focus Business Bank. This includes a change in the lockbox processing company from MPS to Focus Business Bank. Please note the following:

**If you are currently set up on automatic payment with Comerica**, your automatic payments will go through for October and will stop being processed by Comerica in November. In order to continue with automatic payment, complete the enclosed Focus Business Bank Authorization Form and return it to address listed on the form with a voided check. If your form is received by the 25<sup>th</sup> of the month, your automatic payment will be processed the following month.

**If you currently do not have automatic payment and would like to get set up with Focus Business Bank**, complete the enclosed Focus Business Bank Authorization Form and return it to address listed on the form with a voided check. If your form is received by the 25<sup>th</sup> of the month, your automatic payment will be processed the following month.

**If you are currently using your own bank's bill pay services**, you must inform your bank that the payment address must be changed to:

**Focus Business Bank  
HOA Remittance Processing  
PO Box 11036  
San Jose, CA 95103**



## TRASH PICK-UP REMINDER:

**Trash is picked up on Wednesday.**

*If a dumpster is full, please use another dumpster (preferably #3 in the southwest corner) as homeowners are charged for extra pick-ups.*

**Recycle is picked up on Monday and Thursdays**

*Recycled boxes must be flattened and placed IN the bins or it won't be picked up.*

*Large boxes need to go to the big recycle dumpster #3 located along the sound wall of Hwy 85, southwest corner. Thank you for supporting your community!*

## Clubhouse Closed for Remodel

The clubhouse is quickly becoming the New Clubhouse due to its new façade. The new look will definitely enhance the value of the community. The board is working hard on both the decisions needed to be made for the exterior and again for the interior finishes. Due to the remodel of the clubhouse, there are no reservations available until further notice. It has also been determined that the governing documents of the Association do not allow for the reserving of the pool or pool area.



**HOA Specialty Banking  
Authorization Agreement for  
Preauthorized Payments**

New  Update  
Effective Date \_\_\_\_\_

<b>MANAGEMENT COMPANY NAME:</b>
<b>ASSOCIATION NAME:</b>
<b>UNIT ADDRESS:</b>
<b>HOMEOWNER ACCOUNT NUMBER:</b> (located on coupon or billing statement)
<b>BEGIN SERVICE ON:</b>

I/we authorize the above Association to charge my/our checking account at the financial institution indicated on my/our voided check or listed below for the payment of my/our association assessment on or about the 10<sup>th</sup> of each month.

I/we understand that the assessment amount may change periodically, and that such a change will be provided to Focus Business Bank by the above named Association or Management Company.

<p>PLEASE ATTACH A VOIDED CHECK (WITH PREPRINTED NAME AND ADDRESS) FROM THE CHECKING ACCOUNT THAT WILL BE CHARGED.</p> <p><b>FOCUS BUSINESS BANK MUST RECEIVE THIS FORM BY THE 25<sup>TH</sup> OF THE MONTH FOR THE AUTOMATIC CHARGE TO BE IN EFFECT FOR THE FOLLOWING MONTH.</b></p> <p><b>YOU WILL RECEIVE A CONFIRMATION OF YOUR START DATE VIA U.S. MAIL. IF YOU PREFER TO GET A CONFIRMATION BY PHONE OR EMAIL PLEASE ENTER YOUR CONTACT INFORMATION BELOW:</b></p>
<p><b>FOCUS BUSINESS BANK WILL DEBIT YOUR CHECKING ACCOUNT ON BEHALF OF THE ASSOCIATION NAMED ABOVE.</b></p>

Please mail authorization to: Focus Business Bank  
HOA Remittance Processing  
P.O. Box 11036  
San Jose CA 95103  
Fax: (408) 200-8797

Any questions regarding your payment, please call (800) 742-8142

I/we represent and warrant to Focus Business Bank that the undersigned are all signers required to transact business on said deposit account and understand that electronic transactions on said account will be governed by the terms of my/our deposit account terms and disclosure. Focus Business Bank must receive written notification of my/our termination by the 25<sup>th</sup> day of the month in order to act upon such notification by the following month's payment.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date