

**AMERIGE HEIGHTS COMMUNITY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
MARCH 27, 2017**

MINUTES

NOTICE With notice given and received, the regular meeting of the Board of Directors of the Amerige Heights Community Association was held on March 27, 2017 at the Amerige Heights Clubhouse, 2051 Hughes Drive, Fullerton, California.

PRESENT Mark Elliott, President
Tom Moore, Vice President
Susan Fanello, Treasurer
Geno Kaneshiro, Secretary
Jesse Cho, Member at Large

Eddie Tovar, Action Property Management, Inc
Marianne Simek, Action Property Management, Inc

CALL TO ORDER There being a quorum of directors present in accordance with the Bylaws of the Association, the meeting was called to order at 6:30 P.M. by Board President Mark Elliott.

EXECUTIVE SESSION DISCLOSURE It was reported that an Executive Session was held immediately prior to this meeting to discuss matters of member discipline pertaining to collection matters and non-compliance.

OPEN FORUM Homeowners were present and inquired as to the fencing responsibility for the shared fences, residents not picking up after their pets, and concerns with the trash collection company spilling oil on the community streets.

LANDSCAPE Monarch Environmental
Rich Garcia of Monarch Environmental, along with Jasen Eminger and Brian Sorensen of Park West Landscape were present and provided updates on the landscaping, discussed the proposals submitted and answered questions from the Board.

Landscape Proposals – Finch Lane
The Board reviewed (3) options/proposals from Park West Landscape to renovate the planter at 1361 Starbuck and a motion was made by Tom Moore and seconded by Sue Fanello to accept the proposal from Park West to renovate the planter next to the driveway of 1361 Starbuck, using option# 3, (with the addition of another boulder) at a cost not to exceed \$1,511.50, expense to be allocated to the Operating Fund – Landscape Extras. Motion carried unanimously.

LANDSCAPE CONTINUED Park West Landscape Proposals
The Board agreed to table this matter until the next meeting to allow Park West to provide additional renderings and plant options for the roundabouts.

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**FINANCIAL
UPDATE**

A brief financial update was provided based on the February 28, 2017 Financial Statement. It was reported that the Board continues to pursue collection efforts. There were no questions regarding the financial update at this time.

**CONSENT
CALENDAR**

A motion was made by Tom Moore and seconded by Sue Fanello to approve the Consent Calendar as presented in its entirety. The Consent Calendar is attached and will become a part of these minutes. Motion carried unanimously.

**MANAGEMENT
UPDATES**

Management provided updates to the Board from the Action List, which included the tennis court lighting, interior designers for clubhouse, website – clubhouse update, clubhouse furniture and installation of a/c units of Wright Lane.

NEW BUSINESS

Personal Touch Proposals

The Board reviewed the proposal submitted by Personal Touch and a motion was made by Sue Fanello and seconded by Tom Moore to accept the proposal from Personal Touch to perform the maintenance services to the barbecue grill, the tot-lots and tables at Omalev Park at a cost not to exceed \$512.30, expense to be allocated to Operating Fund – Common Area Maintenance. Motion carried unanimously.

Clubhouse Signage Proposals

The Board reviewed the proposals submitted by Outdoor Dimensions and America's Choice Signs and a motion was made by Sue Fanello and seconded by Tom Moore to accept the proposal from America's Choice Signs for the Clubhouse signage and installation, (using black aluminum lettering) at a cost not to exceed \$3,057.46, expense to be allocated to the Operating Fund – Clubhouse Repairs/Maintenance. Motion carried unanimously.

Traffic Consultant Proposals

The Board reviewed the proposals submitted by Linscott, Law & Greenspan and K2 Traffic Engineering and a motion was made by Mark Elliott and seconded by Tom Moore to accept the proposal from Linscott, Law & Greenspan to perform a traffic study for the community, at a cost not to exceed \$5,000.00, expense to be allocated to the Operating Fund – Common Area Maintenance. Motion carried unanimously.

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**NEW BUSINESS
CONTINUED**

Reserve Study Proposals

The Board reviewed the proposals submitted by Strategic Reserves and Reserve Data Analysis for the preparation of the Reserve Study. A motion was made by Sue Fanello and seconded by Tom Moore to accept the proposal from Strategic Reserves, (analyst used last year) for the Master Association Reserve Study for the fiscal year of 2018 in the amount of \$499.00 and for the Cost Center in the amount of \$349.00, (without site inspection) expense to be allocated to the Operating Fund – Reserve Study. Motion was carried unanimously.

Draft Audit

The Board reviewed the draft of the audit for the fiscal year end December 31, 2016. A motion was made by Sue Fanello and seconded by Geno Kaneshiro to accept the draft audit as prepared and approve distribution to the members. Motion carried unanimously.

Adoption of Proposed Clubhouse Rules

Following discussion and review of the proposed Clubhouse Rules that were posted in February 2017 for the thirty (30) day comment, a motion was made by Mark Elliott, seconded by Tom Moore, to adopt the proposed Clubhouse Rules as stated. Motion carried unanimously.

Tennis Court Lighting

The Board reviewed a change order submitted by Sport Court, and a motion was made by Tom Moore and seconded by Mark Elliott to accept the change order from Sport Court to proceed with the difference type of light pole/footings and work being requested on the revised electrical plans at a cost not to exceed \$20,800.00, (Management to negotiate best deal) expense to be allocated to the Operating Fund – Common Area Maintenance. Motion carried unanimously.

Annual Request for Address

The Board reviewed the Annual Request for Address form, (per Civil Code, §4041). A motion was made by Sue Fanello and seconded by Tom Moore to authorize Management to include the Annual request for Address notice with the mailing of the audit. Motion carried unanimously.

Lien Processing

A motion was made by Sue Fanello and seconded by Tom Moore to approve the lien resolutions for the following property account numbers 46273, (APN 280-371-38) 46716, (APN 280-421-35) 87397, (APN 280-451-22) 101585, (APN 280-401-01) 100342, (APN 280-341-28) 10062, (APN 934-361-25) 46963, (APN 280-361-38) and 58020, (APN 934,361-53). Motion carried.

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**NEW BUSINESS
CONTINUED**

Approved Foreclosure

The Board reported that in an Executive Session held immediately preceding this meeting, foreclosure proceedings were authorized against the following property account numbers: 85590, (APN 936-244-2) and 55714, (APN 9344-361-18). No action taken at this time.

Member Communication

There were no items to be communicated at this time.

SCHEDULE

NEXT MEETING

The next meeting of the Board of Directors was scheduled for April 24, 2017 at 6:30 P.M. The meeting will be held at the Amerige Heights Clubhouse, 2051 Hughes Street, Fullerton, California.

ADJOURN

There being no further business to come before the Board at this time, the meeting was adjourned at 8:01 P.M.

ATTEST

Respectfully Submitted by Eddie Tovar, Community Manager.

MINUTES APPROVED BY THE BOARD OF DIRECTORS ON APRIL 24, 2017
The Consent Calendar is herein attached and shall become a part of these minutes

**AMERIGE HEIGHTS COMMUNITY ASSOCIATION
MARCH 27, 2017
CONSENT CALENDAR**

- A. BE IT RESOLVED, that the Board Meeting Minutes of February 27, 2017 are approved as written;
- B. BE IT RESOLVED, that the financial statement for the period ending February 28, 2017 be accepted.
- C. BE IT RESOLVED, that the Cost Center financial statements for the period ending February 28, 2017 be accepted.
- D. BE IT RESOLVED, that the StanPac Cost Center financial statements for the period ending February 28, 2017 be accepted.