

**AMERIGE HEIGHTS COMMUNITY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
FEBRUARY 22, 2016**

MINUTES

- NOTICE** With notice given and received, the regular meeting of the Board of Directors of the Amerige Heights Community Association was held on February 22, 2016 at Fislser Elementary School, Media Room, 1350 Starbuck Street, Fullerton, California.
- PRESENT** Mark Elliott, President
Tom Moore, Vice President
Susan Fanello, Treasurer
Amindra Jayasinghe, Member at Large

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

Two (2) Homeowners
- ABSENT** Geno Kaneshiro, Secretary
- 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 6:40 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 to comment on recent thefts/car break-ins at the StanPac area, architectural review process in regard to camera installation for individual homes, tennis court completion update, and noise levels from neighboring Hydraflow Park & airport.
- TEMPORARILY ADJOURNED** The meeting was temporarily adjourned at 6:56pm.
- RECONVENED** The meeting reconvened at 6:58pm.
- FINANCIAL UPDATE** A brief financial update was provided based on the January 31, 2016 Financial Statement. It was reported that the Board continues to pursue collection efforts. There were no questions regarding the financial update at this time.

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**CONSENT
CALENDAR**

A motion was made by Tom Moore and seconded by Mark Elliott to adopt the Consent Calendar with the removal of item B - Meeting Minutes of January 25, 2016. The Consent Calendar is attached to and will become a part of these minutes. Motion carried unanimously.

A motion was made by Tom Moore and seconded by Mark Elliott to approve the meeting minutes of January 25, 2016. Vote: In favor – 3, Abstained – 1 (S. Fanello). Motion carried.

**MANAGEMENT
UPDATES**

Management provided updates to the Board from the Action List which included the clubhouse/tennis court update, “Private Property” street signs, tracking email consent forms returned, and missing plaques at monument next to clubhouse.

**UNFINISHED
BUSINESS**

Clubhouse Furniture Proposals

The Board agreed to table this matter until the next meeting as there is no turnover date for the Clubhouse at this time.

Grand Opening Preparation

The Board agreed to table this matter until the next meeting, as there is no turnover date for the Clubhouse at this time.

Board Member Business Cards

The Board reviewed the proposal submitted by PJ Printers and a motion was made by Sue Fanello and seconded by Mark Elliott to approve the proposal from PJ Printers to purchase business cards for the Board Members in the amount of \$132.23. The Board has requested that Management request a design draft and send to Sue Fanello for approval. Motion carried unanimously.

Document Translation Resolution

At the last meeting, the Board instructed Management to invite homeowner James Choi, who previously attended a Board meeting and agreed to volunteer to translate documents to Korean for the Association. Mr. Choi was present and agreed to assist the Association with the translation of documents, provided that he is given 5 to 7 business days to turn around the translation.

Investments

The Board reviewed the investment options related to maturing CDs at Opus Bank and a motion was made by Sue Fanello and seconded by Tom Moore to continue the existing tiered investment structure and upon the maturity of the CD's with Opus Bank, re-invest the CDs and roll-over for an additional 12 months. Motion carried unanimously.

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**UNFINISHED
BUSINESS
CONTINUED**

Greenfield Communication Renewal Agreement

The Board reviewed the renewal contract addendum and a motion was made by Sue Fanello and seconded by Tom Moore, to approve the renewal agreement with Greenfield Communications for an additional two (2) years; costs of service to be reduced to \$35.00 per unit, and speeds to be increased to 30 download and 15 upload. The Board also requested that Greenfield provide package options for residents inquiring on faster speeds, for additional cost to the resident. Motion carried unanimously.

NEW BUSINESS

Park West Landscape Proposals

The Board reviewed proposals from Park West Landscape to fill the bare/dead areas at Holcomb Park, Burdorf Park, and the entry corners and agreed to table until the next meeting. The Board instructed Management to get clarification on the proposals to determine if irrigation changes were included in the pricing.

The Board reviewed the proposals from Park West Landscape to remove the Tipuana trees located on the parkway, and a motion was made by Mark Elliott and seconded by Tom Moore to accept the proposals from Park West Landscape to remove the Tipuana trees located on the parkway in front of 1429 Thatcher, and 2011 Northam, at a total cost of \$3,234.00, expense to be allocated to Operating Fund – Tree Maintenance. Motion carried unanimously.

Concrete Repair Proposals

The Board reviewed the proposals submitted by Real Green Inc and ProTec Building Services for the concrete repairs at 1429 Thatcher.

A motion was made by Sue Fanello and seconded by Tom Moore to approve the proposal from Real Green Inc for the concrete repairs at 1429 Thatcher, at a cost of \$1,920.04, expense to be allocated to Operating Fund – Common Area Maintenance. Motion carried unanimously.

Lien Processing

A motion was made by Sue Fanello and seconded by Tom Moore to approve the lien resolutions for property account numbers 46268 (APN 280-371-11); and 46197 (APN 280-401-07). Motion carried unanimously.

Approved Foreclosures

The Board reported that in an Executive Session held immediately preceding this meeting, foreclosure proceedings were authorized against the following property account numbers: 84683, (APN 936-243-91); and 85548, (APN 280-401-01). No further action required.

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**NEW BUSINESS
CONTINUED**

Member Communication

The Board authorized Management to send mailer to the membership and provide Tennis Court Turnover update and Greenfield Contract Renewal information.

SCHEDULE

NEXT MEETING The next meeting of the Board of Directors was scheduled for March 28, 2016 at 6:30 P.M. The meeting will be held at the Fisler Elementary School, Media Room, 1350 Starbuck Street, Fullerton, California.

ADJOURN There being no further business to come before the Board at this time, the meeting was adjourned at 7:45 P.M.

ATTEST Respectfully Submitted by Eddie Tovar, Community Manager.

MINUTES APPROVED BY THE BOARD OF DIRECTORS ON MARCH 28, 2016
The Consent Calendar is herein attached and shall become a part of these minutes

**AMERIGE HEIGHTS COMMUNITY ASSOCIATION
FEBRUARY 22, 2016
CONSENT CALENDAR**

- A. BE IT RESOLVED, that the Board Meeting Minutes of December 14, 2015 are approved as written;
- B. BE IT RESOLVED, that the Board Meeting Minutes of January 25, 2016 are approved as written;
- C. BE IT RESOLVED, that the financial statement for the period ending January 31, 2016 be accepted.
- D. BE IT RESOLVED, that the Cost Center financial statements for the period ending January 31, 2016 be accepted.
- E. BE IT RESOLVED, that the StanPac Cost Center financial statements for the period ending January 31, 2016 be accepted.