

**AMERIGE HEIGHTS COMMUNITY ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS  
JUNE 27, 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 June 27, 2016 at the Fullerton Community Center, 340 W. Commonwealth Avenue, Fullerton, California.

**PRESENT** Mark Elliott, President  
Tom Moore, Vice President  
Susan Fanello, Treasurer  
Geno Kaneshiro, Secretary

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

Jasen Eminger, Park West Landscape  
Danny Smith, Park West Landscape

One (1) Homeowner

**ABSENT** Amindra Jayasinghe, Member at Large

**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 6:36 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** Homeowner was present to inquire on neighboring fence responsibility, surrounding Plexiglas walls, deteriorating landscaping, architectural procedures and for an update on the Clubhouse.

**PARK WEST REPORT & PROPOSALS** Irrigation Smart Controller Proposal  
The Board agreed to table this matter until the next meeting to allow Park West to clarify water usage and rebate information.

Landscape Proposals  
The Board reviewed the proposals submitted by Park West Landscape and a motion was made by Sue Fanello and seconded by Tom Moore to accept the proposals from Park West Landscape to install new plant material at the northwest corner of Gardner Park and for the trimming of the Ash Tree behind 1416 Nicolas at a total cost of \$1,843.40, expense to be allocated to Operating Fund – Landscape Replacement. Motion carried unanimously.

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**FINANCIAL  
UPDATE**

A brief financial update was provided based on the May 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.

**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. Vote: In favor – 3, Abstain – 1 (G. Kaneshiro). Motion carried.

**MANAGEMENT  
UPDATES**

Management provided updates to the Board from the Action List, which included the clubhouse and tennis court update, tennis court lighting, street sign proposals, three year proxy, and holiday lighting proposals.

**UNFINISHED  
BUSINESS**

Children at Play – Signage

The Board reviewed samples of designed ‘children at play’ signs and a motion was made by Sue Fanello and seconded by Tom Moore to authorize Management to request 2-3 signs be custom made, with “Children at Play – 14 MPH” and to be installed along Catlin Street at an amount not to exceed \$2,000.00, expense to be allocated to Operating Fund – Common Area Maintenance. Motion carried unanimously.

**NEW BUSINESS**

Reserve Study Draft - Master

A motion was made by Sue Fanello and seconded by Tom Moore to approve the reserve study draft for the Master Association, as presented by Strategic Reserves, and to incorporate the recommended funding into the budget draft. Motion carried unanimously.

Reserve Study Draft – Cost Center

A motion was made by Sue Fanello and seconded by Tom Moore to approve the reserve study draft for the Cost Center, as presented by Strategic Reserves, and to incorporate the recommended funding into the budget draft. Motion carried unanimously.

Tennis Court Repairs

The Board reviewed the proposed repairs presented by GeoKinetics Geotechnical Engineers, (agent for Standard Pacific) and after agreement by TerraPacific, (Association’s Consultant) a motion was made by Mark Elliott and seconded by Tom Moore to instruct Management to notify Standard Pacific that the tennis court repair protocol proposed by Geokinetics and endorsed by TerraPacific is approved. Motion carried unanimously.

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**NEW BUSINESS  
CONTINUED**

Park Playground Repair Proposals

The Board reviewed the proposals submitted by SafePark for the recommended repairs to the tot-lots in the parks. A motion was made by Sue Fanello and seconded by Tom Moore to accept the proposals as submitted by SafePark at a cost of \$1,454.00 to perform repairs to the playgrounds at Gardner, Holcomb and Omalev Parks, with the expense to be allocated to Operating Fund – Common Area Maintenance. Motion carried unanimously.

Traffic Control Service

The Board reviewed a radar service offered by Patrol One, but agreed to decline at this time. No further action taken at this time.

Investments

The Board reviewed several investment options related to the Association's funds, and a motion was made by Sue Fanello and seconded by Tom Moore to authorize the reinvestment of the maturing CD's with the same institutions at the same rate and term. Motion carried unanimously.

Homeowner Request – Towing Reimbursement

The Board reviewed a request from the owner to reimburse the cost incurred for his towed vehicle. A motion was made by Tom Moore and seconded by Sue Fanello to instruct Management to go back to Patrol One and request that the owners cost be reimbursed for the improper tow. Motion carried unanimously.

Prior Owners/Bad Debt Write-Offs

Management advised that the collection attorney's office was not able to locate any assets for the following accounts with a balance from a prior owner, and that the balances are uncollectable and recommended writing them off as bad debt. A motion was made by Mark Elliott and seconded by Tom Moore to write off the unpaid balance of prior owners for the following accounts:

- Account #74500 in the amount of \$9,237.63
- Account #47161 in the amount of \$14,994.67
- Account #67707 in the amount of \$3,298.70
- Account #71965 in the amount of \$2,046.28
- Account #46123 in the amount of \$7,528.84
- Account #63525 in the amount of \$2,751.51
- Account #46051 in the amount of \$3,577.79

Lien Processing

A motion was made by Mark Elliott and seconded by Tom Moore to approve the lien resolutions for the following property account numbers 92746, (APN 280-351-05), 93295, (APN 936-243-75), 69660, (280-371-01) and 94147, (APN 280-331-67). Motion carried unanimously.

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**NEW BUSINESS  
CONTINUED**

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 July 25, 2016 at 6:30 P.M. The meeting will be held at the Fullerton Community Center, 340 W. Commonwealth Avenue, Fullerton, California.

**ADJOURN**

There being no further business to come before the Board at this time, the meeting was adjourned at 8:33 P.M.

**ATTEST**

Respectfully Submitted by Eddie Tovar, Community Manager.

**MINUTES APPROVED BY THE BOARD OF DIRECTORS ON AUGUST 22, 2016**  
*The Consent Calendar is herein attached and shall become a part of these minutes*

**AMERIGE HEIGHTS COMMUNITY ASSOCIATION  
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CONSENT CALENDAR**

- A. BE IT RESOLVED, that the Board Meeting Minutes of May 23, 2016 are approved as written;
- B. BE IT RESOLVED, that the financial statement for the period ending May 31, 2016 be accepted.
- C. BE IT RESOLVED, that the Cost Center financial statements for the period ending May 31, 2016 be accepted.
- D. BE IT RESOLVED, that the StanPac Cost Center financial statements for the period ending May 31, 2016 be accepted.