

**AMERIGE HEIGHTS COMMUNITY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
AUGUST 24, 2015**

MINUTES

NOTICE With notice given and received, the regular meeting of the Board of Directors of the Amerige Heights Community Association was held on August 24, 2015 at the Fullerton Community Center, 340 W. Commonwealth Avenue, Fullerton, California.

PRESENT Mark Elliott, President (arrived at 6:45pm)
Tom Moore, Vice President
Susan Fanello, Treasurer (arrived at 6:40pm)
Geno Kaneshiro, Secretary
Amindra Jayasinghe, Member at Large

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

One (1) Homeowner

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 Vice President Tom Moore.

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.

GUEST SPEAKER Jim James, Site Manager at the Raytheon Company was present to address some concerns with the landscaped area near Raytheon. Mr. James proposed renovating the area, as they recently had squirrels damage some of their equipment. Raytheon has agreed to trim the Sycamore trees, remove some of the shrubs along the fence and add a wind-screen material to the fence, to protect the equipment from squirrels getting in. With the permission of the Board, the renovations will be completed by Raytheon and will not cost the Association.

OPEN FORUM A homeowner was present to comment on the recent water mandate by Governor Brown, (specifically, inquired if artificial turf was allowed in the Association). Based on the new water mandate, artificial turf is allowed, however, it still requires Architectural approval.

FINANCIAL UPDATE A brief financial update was provided based on the July 31, 2015 Financial Statement. It was reported that the Board continues to pursue collection efforts. There were no questions regarding the financial update at this time.

**AMERIGE HEIGHTS COMMUNITY ASSOCIATION
REGULAR MEETING OF THE MEMBERSHIP
AUGUST 24, 2015 – PAGE 2**

**CONSENT
CALENDAR**

A motion was made by Sue Fanello and seconded by Geno Kaneshiro to approve the Consent Calendar as presented in its entirety. The Consent Calendar is attached to and will become a part of these minutes. Vote: In favor – 4, Abstain – 1 (T. Moore). Motion carried.

**MANAGEMENT
UPDATES**

Management provided highlighted updates to the Board from the Action List, which included the Tennis Court Lighting Project, Standard Pacific Homes, New Park Expansion/Clubhouse, Street Signs at the StanPac Homes, the Tree Trimming Schedule and the Insurance Renewal Proposal.

**UNFINISHED
BUSINESS**

Investments

The Board reviewed several investment options related to the Association's funds, and a motion was made by Sue Fanello and seconded by Geno Kaneshiro to open a money market account with B of I Bank, unless the investment rates at Kinecta Bank are greater than B of I. Board member Geno Kaneshiro to provide contact information to Kinecta, and Management will inquire on investment rates and requirements. Motion carried unanimously.

Clubhouse Furniture Proposals

The Board reviewed options for the Clubhouse Furniture and determined to table the matter, until a transition date was provided, so the furniture may be stored. Item will be added to next month's agenda.

Three (3) Year Proxy

Following discussion and review of the three (3) year proxy mailer for quorum purposes only, a motion was made by Sue Fanello and seconded by Tom Moore, to approve the three (3) year proxy mailer, and authorize Management to send to the membership. Motion carried unanimously.

NEW BUSINESS

Park West Proposals

The Board reviewed the proposals submitted by Park West Landscape for items discussed during the August walkthrough. A motion was made by Sue Fanello and seconded by Mark Elliott to accept the proposals from Park West Landscape to fill the bare areas in the Radcliffe pathways, (both proposals) at a total cost of \$5,138.10, expense to be allocated to Operating Fund – Landscape Extras; and the revised Maintenance Contract, to include the new park/clubhouse are, for a total of \$900.00 per month, expense to be allocated to Operating Fund – Contract Landscape Maintenance. Motion carried unanimously.

**AMERIGE HEIGHTS COMMUNITY ASSOCIATION
REGULAR MEETING OF THE MEMBERSHIP
AUGUST 24, 2015 – PAGE 3**

**NEW BUSINESS
CONTINUED**

Irrigation Controller Replacement Proposal

The Board reviewed the proposals submitted by Tri-County Lighting and Park West Landscape to replace the solar irrigation controller on Stein-Strauss Street. A motion was made by Mark Elliott and seconded by Sue Fanello to accept the proposals from Tri-County Lighting to run and supply the electrical work for the controller in the amount of \$1,822.25; and from Park West Landscape to trench and install the new irrigation controller in the amount of \$4,040.63, for a total cost of \$5,863.48, expense to be allocated to Operating Funds – Landscape Extras Area. Motion carried unanimously.

Adoption of Proposed Design Guidelines

Following discussion and review of the proposed Design Guidelines that were mailed out to the membership in July 2015 for the thirty (30) day comment, a motion was made by Tom Moore, seconded by Sue Fanello, to adopt the proposed Design Guidelines as stated. Motion carried unanimously.

Reserve Study Draft

The Board reviewed the Reserve Study draft presented by Strategic Reserves and determined to table the matter, until the analyst completes the study for the new Clubhouse and Tennis Courts. Management will coordinate an onsite inspection with the Analyst, and request access to the facilities from the builder. This item will be added to next month's agenda.

Raytheon Company Proposal

Following discussion and review of the proposed landscape renovations presented by Jim James from Raytheon Company, a motion was made by Sue Fanello, seconded by Tom Moore to authorize Raytheon Company to complete the landscape renovations as presented to the Board. Motion carried unanimously.

Grand Opening Preparation

The Board agreed to table this matter until the next meeting.

Fisler Elementary Street Traffic

The Board discussed safety concerns with the street traffic near Fisler Elementary School, (specifically at the corners of Shapiro and Starbuck, to Finch and Simon) and agreed that signage should be installed. The Board proposed "No Parking/No Stopping signs from 7am to 3pm during school days in this area. The Board instructed Management to obtain proposals for signage to be installed on Shapiro, from Starbuck to Simon, and that a letter is mailed to the community notifying the residents of the safety and traffic concerns in the area.

**AMERIGE HEIGHTS COMMUNITY ASSOCIATION
REGULAR MEETING OF THE MEMBERSHIP
AUGUST 24, 2015 – PAGE 4**

**NEW BUSINESS
CONTIUUED**

Prior Owners/Bad Debt Write-Offs

Management advised that the collection attorney's office was not able to locate any assets for the following account with a balance from a prior owner, and that the balance is uncollectable and recommended writing it off as bad debt. A motion was made by Sue Fanello and seconded by Tom Moore to write off the unpaid balance of prior owner for the following account:

- Account #47144 in the amount of \$4,347.98

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 81209, (APN 934-243-00), 46299, (APN 934-36-115), and 85590, (APN 936-244-27). Motion carried unanimously.

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: 80729, (APN 934-361-26). No further action required.

Member Commination

The Board authorized Management to send mailer to the membership with the following: a) Update on Synthetic Grass Regulations; b) New Proposed Parking Restrictions at Starbuck & Shapiro; c) Adopted Architectural Design Guidelines; d) Speed Control and School Safety; e) 3 Year Proxy, and f) Social & Newsletter Committee interest.

SCHEDULE

NEXT MEETING

The next meeting of the Board of Directors was scheduled for September 28, 2015 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 8:30 P.M.

ATTEST

Respectfully Submitted by Eddie Tovar, Community Manager.

**AMERIGE HEIGHTS COMMUNITY ASSOCIATION
REGULAR MEETING OF THE MEMBERSHIP
AUGUST 24, 2015 – PAGE 5**

MINUTES APPROVED BY THE BOARD OF DIRECTORS ON SEPTEMBER 28, 2015
The Consent Calendar is herein attached and shall become a part of these minutes

**AMERIGE HEIGHTS COMMUNITY ASSOCIATION
AUGUST 24, 2015
CONSENT CALENDAR**

- A. BE IT RESOLVED, that the Board Meeting Minutes of July 27, 2015 are approved as written;
- B. BE IT RESOLVED, that the financial statement for the period ending July 31, 2015 be accepted.
- C. BE IT RESOLVED, that the Cost Center financial statements for the period ending July 31, 2015 be accepted.
- D. BE IT RESOLVED, that the StanPac Cost Center financial statements for the period ending July 31, 2015 be accepted.