

**AMERIGE HEIGHTS COMMUNITY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
SEPTEMBER 28, 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 September 28, 2015 at Fisler Elementary School, Media Room, 1350 Starbuck Street, Fullerton, California.
- PRESENT** Tom Moore, Vice President
Geno Kaneshiro, Secretary
Amindra Jayasinghe, Member at Large
- Eddie Tovar, Action Property Management, Inc
Marianne Simek, Action Property Management, Inc
- Two (2) Homeowners
- ABSENT** Mark Elliott, President
Susan Fanello, Treasurer
- 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 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** Bill Bancroft, President of Patrol One was present to listen to the parking/traffic issues in the Brookfield Home areas. Mr. Bancroft was able to address some of the concerns and will submit a proposal for a standing guard to be placed by McClanahan Park to monitor non-resident parking.
- OPEN FORUM** Homeowners were present to comment on the parking/traffic issues in the Brookfield Home areas (specifically non-residents from neighboring community parking along McClanahan Park).
- FINANCIAL UPDATE** A brief financial update was provided based on the August 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.
- CONSENT CALENDAR** A motion was made by Amindra Jayasinghe 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. Motion carried unanimously.

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**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, Budget Draft update, and the fencing along Nicolas adjacent to Raytheon.

**UNFINISHED
BUSINESS**

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.

Grand Opening Preparation

The Board agreed to table this matter until the next meeting, as there's still not a transition date.

Reserve Study Draft

The Board reviewed the Reserve Study draft presented by Strategic Reserves and determined to table the matter until the next meeting.

Fisler Elementary Street Traffic

The Board discussed safety concerns with the street traffic near Fisler Elementary School and the parking issues along McClanahan Park. Board agreed to request a proposal from Patrol One for a standing guard to monitor non-resident parking for 4 hours, 3 days a week, and establish a parking committee to deal with the ongoing matters. A motion was made by Tom Moore and seconded by Amindra Jayasinghe to appoint Geno Kaneshiro as Chairman of the Parking Committee; and Traci Cassidy as Parking Committee Member. Mr. Kaneshiro additionally agreed to draft a flyer/notice for vehicles parking next to McClanahan Park, and provide to Patrol One to post on vehicles in the Brookfield Homes area. Motion carried unanimously.

NEW BUSINESS

Park West Proposals

The Board reviewed the proposals submitted by Park West Landscape for items discussed during the September walkthrough. A motion was made by Tom Moore and seconded by Geno Kaneshiro to accept the proposals from Park West Landscape for the replacement of the overgrown Tristania tree at 1156 Spencer and the removal and replacement of the dead Alder trees found at Gardiner Park with Australian Willows at a cost of \$6,095.60, expense to be allocated to Operating Fund – Landscape Extras. Motion carried unanimously.

Insurance Renewal Proposal

The Board reviewed the proposal submitted by HUB International Service and a motion was made by Tom Moore and seconded by Geno Kaneshiro to accept the proposals from HUB International Services for the insurance policy term of October 1, 2015 through September 30, 2016 at an annual cost of \$16,919.38, expense to be allocated to Operating Fund – Insurance. Motion carried unanimously.

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**NEW BUSINESS
CONTINUED**

Tree Trimming Proposals

The Board reviewed the proposals submitted by Park West Landscape, Proscap Landscape, Earthco Landscape, O'Connell Landscape, Villa Park Landscape, and Tree Pros Inc for the annual tree trimming maintenance.

A motion was made by Amindra Jayasinghe and seconded by Geno Kaneshiro to accept the proposals from Park West Landscape for the tree trimming maintenance at a cost not to exceed \$92,771.70, expense to be allocated to Operating Fund – Tree Maintenance. Motion carried unanimously.

Audit & Tax Preparation Proposals

The Board reviewed the proposals submitted by VanDerPol & Company and Inouye, Shively, Longtin & Klat for the preparation of the year-end audit.

A motion was made by Amindra Jayasinghe and seconded by Geno Kaneshiro to accept the proposals from VanDerPol & Company for the audit and tax return preparation of the fiscal year-end 2015 at a cost of \$1,675.00, expense to be allocated to Operating Fund – Annual Review/Audit. Motion carried unanimously.

Business Cards

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

Lien Processing

A motion was made by Geno Kaneshiro and seconded by Tom Moore to approve the lien resolutions for the following property account numbers 46497 (APN 280-341-13), 55714 (APN 934-361-18), and 46339 (APN 936-242-74). 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: 81209, (APN 936-243-00); and 85590, (APN 936-244-27). No further action required.

Member Commination

There were no items to be communicated at this time. No further action required.

**SCHEDULE
NEXT MEETING**

The next meeting of the Board of Directors was scheduled for October 26, 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 8:20 P.M.

ATTEST

Respectfully Submitted by Eddie Tovar, Community Manager.

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MINUTES APPROVED BY THE BOARD OF DIRECTORS ON OCTOBER 26, 2015
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 August 24, 2015 are approved as written;
- B. BE IT RESOLVED, that the financial statement for the period ending August 31, 2015 be accepted.
- C. BE IT RESOLVED, that the Cost Center financial statements for the period ending August 31, 2015 be accepted.
- D. BE IT RESOLVED, that the StanPac Cost Center financial statements for the period ending August 31, 2015 be accepted.