

**AMERIGE HEIGHTS COMMUNITY ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS  
SEPTEMBER 29, 2014**

**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 29, 2014 at Fisler Elementary School, Media Room, 1350 Starbuck Street, Fullerton, California.
- PRESENT** Mark Elliott, President  
Susan Fanello, Treasurer  
Geno Kaneshiro, Member at Large  
Gordon Dickinson, Secretary
- Eddie Tovar, Action Property Management, Inc.  
Marianne Simek, Action Property Management, Inc.  
George Skrbn, Action Property Management, Inc.
- ABSENT** Tom Moore, Vice-President
- CALL TO ORDER** The meeting was called to order at 6:45 P.M. by President Mark Elliot.
- 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** There were no homeowners present.
- FINANCIAL UPDATE** A brief financial update was provided based on the August 31, 2014 Financial Statement. It was reported that the Board continues to pursue collection efforts.
- 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. Motion carried unanimously.
- MANAGEMENT UPDATES** Management provided highlighted updates to the Board from the Action List; there were no further questions regarding the updates at this time.

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**NEW BUSINESS**

Park West Proposals

The Board reviewed the proposals submitted by Park West Landscape for the StanPac Maintenance Contract, Seasonal Color Change and the Tree Removal at Gardiner Park.

A motion was made by Mark Elliot and seconded by Sue Fanello to accept the proposals from Park West for the StanPac Maintenance Contract for Phases 1-5, at a cost of \$1,025.00 per month, expense to be allocated to Operating Fund, Contract Landscape Maintenance; Seasonal Color Change, at a cost of \$4,680.00, expense to be allocated to the Operation Fund – Seasonal Color; and the tree removal and replacement at Gardiner Park at a total cost of \$710.00, expense to be allocated to Operating Fund, Landscape Extras. Motion carried unanimously.

Park West Contract Increase

The Board reviewed correspondence submitted by Park West Landscape requesting a 5% increase in their contract, however, the Board agreed to postpone the decision until the next meeting, and requested Management to provide additional proposals. No action taken at this time.

Sidewalk Repair Proposal

The Board reviewed the proposal submitted by Real Green Inc to repair the lifted sidewalks throughout the community; a motion was made by Sue Fanello and seconded by Geno Kaneshiro to accept the proposal from Real Green Inc, in the amount of \$18,281.54, expense to be allocated to the Reserve Fund – Pavement.

Tree Trimming Maintenance Proposals

The Board reviewed the proposals submitted by Park West Landscape, Proscap Landscape, (also known as ProCare Tree Service) Tree Pros Inc, Treeco Arborist and Real Green Inc, for the annual tree trimming maintenance.

A motion was made by Mark Elliot and seconded by Sue Fanello to accept the proposal from Proscap Landscape, (also known as ProCare Tree Service) for the annual tree trimming maintenance, at a cost of \$62,706.40, 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 & Klatt for the preparation of the year-end audit and tax returns.

A motion was made by Mark Elliot and seconded by Sue Fanello to accept the proposal from VanDerPol & Company for the year-end audit and tax preparation in the amount of \$1,675.00, expense to be allocated to Operating Fund – Annual Review/Audit. Motion carried unanimously.

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**NEW BUSINESS  
CONTINUED**

Street Post Proposal

The Board reviewed the proposal submitted by Outdoor Dimensions to install the street post and signs at the corner of Starbuck and Pioneer, a motion was made by Sue Fanello and seconded by Geno Kaneshiro to accept the proposal from Outdoor Dimensions in the amount of \$1,684.84, expense to be allocated to the Operating Fund – Common Area Maintenance.

Cleaning of Street Signs Proposals

The Board reviewed the proposals submitted by Personal Touch Cleaning and Rollout Building Maintenance for the cleaning of the street signs throughout the community, (approximately 230 signs)

A motion was made by Mark Elliot and seconded by Sue Fanello to accept the proposal from Personal Touch Cleaning, at a cost not to exceed \$1,138.50, (\$4.95 per street sign) expense to be allocated to Operating Fund – Common Area Maintenance. Motion carried unanimously.

Insurance Renewal Proposal

The Board reviewed the proposal submitted by Wells Fargo Insurance Services for the insurance renewal term of October 1, 2014 thru September 30, 2015; a motion was made by Sue Fanello and seconded by Geno Kaneshiro to accept the proposal in the total amount of \$17,100.00, expense to be allocated to the Operating Fund – Insurance.

Tennis Courts/Clubhouse Rules

The Board reviewed the proposed drafts of the rules and procedures of the new Tennis Courts and Clubhouse, however, the Board agreed to postpone the decision until the next meeting. No action taken at this time.

Lien Processing

A motion was made by Sue Fanello and seconded by Geno Kaneshiro to approve the lien resolution for the following property account numbers: 46099, 46642, 47055 and 76299. 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: 46082, 46300 and 46197. No action taken at this time.

**SCHEDULE  
NEXT MEETING**

The next meeting of the Board of Directors was scheduled for October 27, 2014 at 6:15 P.M. The meeting will be held at Fisler Elementary School, Media Room, 1350 Starbuck Street, Fullerton, California.

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**ADJOURN**                    There being no further business to come before the Board at this time, the meeting was adjourned at 8:15 P.M.

**ATTEST**                    Respectfully Submitted by Eddie Tovar, Community Manager.

**MINUTES APPROVED BY THE BOARD OF DIRECTORS ON OCTOBER 27, 2014**  
*“The Consent Calendar is herein attached and shall become a part of these minutes”*

**AMERIGE HEIGHTS COMMUNITY ASSOCIATION  
SEPTEMBER 29, 2014  
CONSENT CALENDAR**

- A.    BE IT RESOLVED, that the Board Meeting Minutes of August 25, 2014 are approved as written;
- B.    BE IT RESOLVED, that the financial statement for the period ending August 31, 2014 be accepted.
- C.    BE IT RESOLVED, that the Cost Center financial statements for the period ending August 31, 2014 be accepted.
- D.    BE IT RESOLVED, that the StanPac Cost Center financial statements for the period ending August 31, 2014 be accepted.