

**AMERIGE HEIGHTS COMMUNITY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
OCTOBER 21, 2013**

MINUTES

NOTICE Upon due notice given and received, the regular meeting of the Board of Directors of the Amerige Heights Community Association was held on October 21, 2013 at Fisler School, 1250 Starbuck, Fullerton, California.

PRESENT Mark Elliott, President
Geno Kaneshiro, Vice-President
Susan Fanello, Treasurer
Tom Moore, Secretary
Gordon Dickinson, Member at Large

Allison Muscat, Action Property Management, Inc.
Eddie Tovar, Action Property Management, Inc.
Mark Micheaels, Action Property Management, Inc.

CALL TO ORDER The meeting was called to order at 6:55 P.M. by Mark Elliott, President.

EXECUTIVE SESSION DISCLOSURE An Executive Session was held immediately prior to this meeting to discuss member discipline pertaining to collection matters and non-compliance matters as well as the formation of third party contracts.

FINANCIAL UPDATE A brief financial update was provided based on the September 30, 2013 Financial Statement. It was reported that the Board continues to pursue collection efforts.

CONSENT CALENDAR Motion was duly made by Tm Moore and seconded by Mark Elliott to adopt the Consent Calendar as presented and in its entirety. Motion carried unanimously. The Consent Calendar will become a part of and is attached to these minutes.

NEW BUSINESS

A. STANDARD PACIFIC HOMES UPDATE

Crystal Burkle, Standard Pacific Homes, was present to provide the membership an update on the new homes as well as the park expansion projects. Crystal indicated it will be January before they are able to break ground at the park expansion project. Crystal will email Management a pdf of the color scheme for the exterior of the building.

**AMERIGE HEIGHTS COMMUNITY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
OCTOBER 21, 2013 - PAGE 2**

**NEW BUSINESS
CONTINUED**

B. INVESTMENT DECISIONS

Motion was duly made by Sue Fanello and seconded by Tom Moore to proceed with the following investments:

Operating Account

Comerica:

- 1 – 36 month CD in the amount of \$250,000
- 1 – 24 month CD in the amount of \$100,000

Reserve Account

Comerica

- 1 – 36 month CD in the amount of \$250,000
- 1 – 36 month CD in the amount of \$200,000

Motion carried unanimously

C. PARK WEST LANDSCAPE PROPOSALS

After careful review and consideration motion was duly made by Sue Fanello and seconded by Tom Moore to approve the tree trimming proposal as submitted by Park West Landscape in the amount of \$86,212.00 for 2267 tree (master) and \$6,825.00 for another 227 within Stoneybrook. Motion carried unanimously.

D. DRAFT RESERVE STUDY

After careful review and consideration motion was duly made by Sue Fanello and seconded by Tom Moore to approve the draft reserve study. Motion carried unanimously.

E. DRAFT BUDGET

After careful review and consideration motion was duly made by Sue Fanello and seconded by Tom Moore to approve the budget for the master association assessment of \$168.00 per month and the Stoneybrook cost center assessment of \$72.00. Motion carried unanimously.

Motion was duly made by Sue Fanello and seconded by Tom Moore to approve the proposed 30 year funding plan as submitted within the draft reserve study. Motion carried unanimously.

**AMERIGE HEIGHTS COMMUNITY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
OCTOBER 21, 2013 - PAGE 3**

**NEW BUSINESS
CONTINUED**

F. ANNUAL MEETING

The annual meeting will be held on January 27, 2014. There are two (2) terms up for re-election, Sue Fanello and Tom Moore.

Motion was duly made by Sue Fanello and seconded by Tom Moore to direct Management to send a request for candidates and to accept into nomination all candidates whose statements are received by the deadline. Motion carried unanimously.

Motion was duly made by Tom Moore and seconded by Sue Fanello to not hold suspension hearings. Motion carried unanimously.

Motion was duly made by Geno Kaneshiro and seconded by Sue Fanello to not set a record date so new homeowners may have an opportunity to vote at the meeting. Motion carried unanimously.

Member Sue Fanello announced her intention to vote cumulatively. Cumulative voting shall be permitted on the ballot.

Motion was duly made by Sue Fanello to mail a request for inspectors with the request for candidates in an effort to secure a volunteer. Motion carried unanimously.

Management will contact the attorney to coordinate attendance at the meeting pursuant to the legal retainer.

An adjourned meeting date has been set for February 24, 2014 should quorum not be met.

G. NOTICE OF COMPLETION SUBMISSIONS

Management received Notice of Completion submissions from the following owners:

1806 Catlin – Solar Panels and Patio Cover
1474 Benchley – Landscape

After careful review and consideration motion was duly made by Tom Moore and seconded by Mark Elliott to accept the Notice of Completion and refund the owner deposits. Motion carried unanimously.

**AMERIGE HEIGHTS COMMUNITY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
OCTOBER 21, 2013 - PAGE 4**

**NEW BUSINESS
CONTINUED**

H. PRIOR OWNER/BAD DEBT WRITE-OFFS

Motion was duly made by Sue Fanello and seconded by Tom Moore to approve write off of the following accounts:

Account	Amount
47086	\$9,003.47
46689	\$2,316.04
46909	\$357.68
64084	\$754.00

Motion carried unanimously.

I. DELINQUENCY REPORT

Motion was duly made by Sue Fanello and seconded by Tom Moore to proceed with lien on the following accounts:

Account
46082
46956
64895
46079

Motion carried unanimously.

**NEXT
MEETING**

The next regular meeting of the Board of Directors will be held on January 27, 2014, at 6:30 P.M. at 1250 Starbuck, Fullerton, California.

ADJOURN

There being no further business to come before the Board at this time, the meeting adjourned at 8:35 P.M.

ATTEST

Respectfully submitted by, Allison Muscat, Community Manager

MINUTES APPROVED BY THE BOARD OF DIRECTORS ON DECMEBER 16, 2013

“The Consent Calendar is herein attached and shall become a part of these minutes”

**AMERIGE HEIGHTS COMMUNITY ASSOCIATION
OCTOBER 21, 2013
CONSENT CALENDAR**

- A. BE IT RESOLVED, that the Board Meeting Minutes of August 26, 2013 are approved as written;
- B. BE IT RESOLVED, that the Financial Statement for the period ending August 31, 2013;
- C. BE IT RESOLVED, that the Cost Center financial statement for the period ending August 31, 2013;
- D. BE IT RESOLVED, that the Financial Statement for the period ending September 30, 2013;
- E. BE IT RESOLVED, that the Cost Center Financial Statement for the period ending September 30, 2013.