

**AMERIGE HEIGHTS COMMUNITY ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS  
OCTOBER 26, 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 October 26, 2015 at Fislser Elementary School, Media Room, 1350 Starbuck Street, Fullerton, California.

**PRESENT** Mark Elliott, President  
Susan Fanello, Treasurer  
Geno Kaneshiro, Secretary  
Amindra Jayasinghe, Member at Large

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

Three (3) Homeowners

**ABSENT** Tom Moore, Vice President

**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** 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) update on the Neighborhood Watch Committee, and ongoing issues with internet service.

**FINANCIAL UPDATE** A brief financial update was provided based on the September 30, 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. Vote: In favor – 2, Abstain – 2 (M. Elliott and S. Fanello). Motion carried.

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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, Tree Trimming Project, Commercial Vehicle Post Orders and the Damaged Street Light Post along Hughes.

**UNFINISHED  
BUSINESS**

Clubhouse Furniture Proposals

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

Grand Opening Preparation

The Board reviewed options for the Board of Directors Plaque, and agreed with Option 1, but determined to table any preparation of the Grand Opening until a transition date was provided. Item will be added to next month's agenda.

Reserve Study Draft

A motion was made by Amindra Jayasinghe and seconded by Susan Fanello to approve the reserve study drafts for the Association and the Cost Center, as presented by Strategic Reserves, and to incorporate the recommended funding into the budget draft. Motion carried unanimously.

Business Cards

The Board agreed to table this matter until the next meeting, and instructed Management to request a proposal.

**NEW BUSINESS**

Investments

The Board reviewed the investment options and a motion was made by Susan Fanello, seconded by Mark Elliott to continue the existing tiered investment structure and upon the maturity date of January 19, 2016, re-invest the CD currently at Comerica for an additional 12 months. Motion carried unanimously.

Park West Proposals

The Board reviewed the proposals submitted by Park West Landscape for items discussed during the October walkthrough. A motion was made by Susan Fanello and seconded by Amindra Jayasinghe to accept the proposals from Park West Landscape for the items discussed during the October walkthrough to fill the bare areas and to replace dead plant material along Raitt Lane, Gilbert Street, and Burdorf Park at a total cost of \$26,762.90, expense to be allocated to Operating Fund – Landscape Extras. Motion carried unanimously.

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**NEW BUSINESS  
CONTINUED**

Park West Proposals (Cont'd)

The Board also reviewed a proposal to apply mulch at Stoneybrook, and a motion was made by Sue Fanello and seconded by Amindra Jayasinghe to accept the proposal from Park West Landscape for the mulch application at Stoneybrook, at a total cost of \$6,000.00, expense to be allocated to Operating Fund – Landscape Extras. Motion carried unanimously.

Sidewalk Repairs Proposal

The Board reviewed the proposal submitted by Real Green Inc and a motion was made by Mark Elliott and seconded by Susan Fanello to accept the proposal from Real Green Inc for the repairs to the additional lifted sidewalks found in the community at a cost not to exceed \$69,459.57, expense to be allocated to Reserve Fund – Pavement. Motion carried unanimously.

Fence Replacement Proposals

The Board reviewed the proposals submitted by Fence Works Inc and Empire Works for the wrought iron repairs. A motion was made by Amindra Jayasinghe and seconded by Susan Fanello to accept the proposals from Fence Works Inc for the replacement and repainting of the wrought iron fence adjacent to Raytheon along Nicolas Street at a cost of \$20,716.80, expense to be allocated to Reserve Fund – Fencing. Motion carried unanimously.

Patrol One Proposal

The Board reviewed the proposal submitted by Patrol One for a temporary standing guard and a motion was made by Geno Kaneshiro and seconded by Susan Fanello to accept the proposal from Patrol One for a standing guard to distribute flyers for non-resident parking near McClanahan Park, at a cost of \$560.00 per week. The additional guard will be onsite 4 days per week, (dates will vary) from 7pm to 1am, (4 hours each day). Expense to be allocated to Operating Fund – Patrol Contract. Motion carried unanimously.

Budget Draft

Following discussion and review of the proposed budget draft for the 2016 fiscal year, and after careful review and consideration, a motion was duly made by Susan Fanello and seconded by Geno Kaneshiro to approve the budget for the master association, with an assessment of \$158.00 per month; (which represents a 4.37% decrease) the Stoneybrook Cost Center with an assessment of \$72.00; and the Standard Pacific Cost Center with an assessment of \$92.00. Motion carried unanimously.

Motion was duly made by Susan Fanello and seconded by Geno Kaneshiro to approve the proposed 30 year funding plan as submitted within the draft. Motion carried unanimously.

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**NEW BUSINESS  
CONTINUED**

Red-Curb Painting Proposal

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

Annual Meeting Preparation

The Annual meeting of the membership should be held in January. Of the five (5) directors on the Board, two (2) of the terms will expire this year; The directors are Susan Fanello and Tom Moore.

- The date, time and location of the Annual Meeting will be January 25, 2016 at 6:30 P.M. at Amerige Heights Clubhouse, (if turned over to the Association).
- The Board will conduct a regular meeting prior to the annual meeting.
- Management was directed to send a request for candidates to all members and to accept into nomination all candidates whose statements are received by the deadline.
- The Board has decided on a record date of Ownership of thirty (30) days prior to the meeting.
- The Board will make an announcement for cumulative voting.
- The Board has approved the agenda provided by Management and they do not wish to recognize any directors, nor will there be any retiring directors.
- The recommendation regarding excess funds is to apply them to the operating budget at the end of the year.
- A ballot inspector will be appointed and provided to Management by Susan Fanello at a later date.
- The Attorney will not be present at the meeting.
- The adjourned annual meeting date will be February 22, 2016 at 6:30 P.M. at the Amerige Heights Clubhouse.

Lien Processing

A motion was made by Susan Fanello and seconded by Mark Elliott to approve the lien resolutions for property account number 46073 (APN 934-36-034); and to table the lien resolution for account number 46630 (APN 936-243-64). 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 number: 46339, (APN 936-242-74). No further action required.

Member Commination

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

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**SCHEDULE**

**NEXT MEETING** The next meeting of the Board of Directors was scheduled for December 14, 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 8:05 P.M.

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

**MINUTES APPROVED BY THE BOARD OF DIRECTORS ON DECEMBER 14, 2015**  
*“The Consent Calendar is herein attached and will 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 September 28, 2015 are approved as written;
- B. BE IT RESOLVED, that the financial statement for the period ending September 30, 2015 be accepted.
- C. BE IT RESOLVED, that the Cost Center financial statements for the period ending September 30, 2015 be accepted.
- D. BE IT RESOLVED, that the StanPac Cost Center financial statements for the period ending September 30, 2015 be accepted.