

**AMERIGE HEIGHTS COMMUNITY ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS  
JANUARY 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 January 26, 2015 at Fislser Elementary School, Media Room, 1350 Starbuck Street, Fullerton, California.
- PRESENT** Tom Moore, Vice-President  
Susan Fanello, Treasurer  
Geno Kaneshiro, Member at Large  
Gordon Dickinson, Secretary
- Eddie Tovar, Action Property Management, Inc.  
Marianne Simek, Action Property Management, Inc.
- Four (4) Homeowners
- ABSENT** Mark Elliott, President
- CALL TO ORDER** The meeting was called to order at 6:15 P.M. by 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.
- OPEN FORUM** There were no issues raised by the homeowners present. The candidates present introduced themselves and gave a brief statement.
- FINANCIAL UPDATE** A brief financial update was provided based on the December 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 Gordon Dickinson 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.
- TEMPORARILY ADJOURNED** The meeting was temporarily adjourned at 6:31pm.
- RECONVENED** The meeting reconvened at 6:35pm.

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**MANAGEMENT  
UPDATES**

Management provided highlighted updates to the Board from the Action List, which included the anticipated completion date of the park expansion project and tree trimming project; also provided an update on the tennis court lighting, and ongoing sidewalk repairs.

**UNFINISHED  
BUSINESS**

Tennis Courts/Clubhouse Rules

The Board reviewed the proposed drafts of the rules and procedures for the new Tennis Courts and Clubhouse. A motion was made by Sue Fanello and seconded by Geno Kaneshiro to authorize Management to send the proposed rules for a 30-day review and comment period, and to include volunteer request form for clubhouse assistance. Motion carried unanimously.

Landscape Maintenance Proposals

The Board reviewed the proposals submitted by Artistic Landscape, Real Green, Villa Park Landscape and Park West Landscape for the landscape maintenance. Before making a final decision, the Board instructed Management to contact Park West to provide better pricing for the landscape extras. No further action taken at this time.

Access Entry Systems

Following discussion and review of the correspondence received from Crystal at Standard Pacific, a motion was made by Sue Fanello and seconded by Tom Moore to approve a keypad access system for the clubhouse and a FOB access system for the tennis courts. The Board agreed to order 500 FOBS to be distributed at the Open House; no more than one (1) FOB per household, with replacement FOBS at a cost of \$75.00 each. Vote: In favor – 3, Opposed – 1 (G. Kaneshiro). Motion carried.

**NEW BUSINESS**

Investments

The Board reviewed investment options related to the Association's Reserve Funds. A motion was made by Sue Fanello and seconded by Geno Kaneshiro, that at maturity of the Comerica – Metro United Bank CD on February 6, 2015, to invest the \$150,000 in a 6-month Money Market account with Mutual of Omaha. Motion carried unanimously.

Park West Proposals

The Board reviewed the proposals submitted by Park West Landscape for the items discussed during the December landscape walk and the maintenance contract for Phase 6 of Standard Pacific. A motion was made by Sue Fanello and seconded by Geno Kaneshiro to accept the proposals from Park West Landscape for the tree replacement at Launer Park and the planter replacement at Nicolas, (between Perkins and Pray) at a total cost of \$2,737.00, expense to be allocated to Operating Fund – Landscape Extras; and the revised StanPac Maintenance Contract, to include Phase 6, for a total of \$1,225.00 per month, expense to be allocated to Operating Fund – Contract Landscape Maintenance. Motion carried unanimously.

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**NEW BUSINESS  
CONTINUED**

Sidewalk Repair Proposal

The Board reviewed the proposal submitted by Real Green to repair the lifted sidewalks found in the community; a motion was made by Sue Fanello and seconded by Gordon Dickinson to accept the proposal from Real Green for the repairs to the additional lifted sidewalks found in the community at a cost not to exceed \$6,967.53, expense to be allocated to the Reserve Fund – Pavement. Motion carried unanimously.

Proposal to Repaint Picnic Tables

The Board reviewed the proposal submitted by Pilot Painting to repaint the picnic tables throughout the parks. A motion was made by Sue Fanello and seconded by Gordon Dickinson to accept the proposal from Pilot Painting to repaint the picnic tables throughout the parks, in the amount of \$3,600.00, expense to be allocated to the Reserve Fund – Coat/Paint/Stain. Motion carried unanimously.

Adoption of 2015 Maintenance Calendar

Following discussion and review of the 2015 Maintenance Calendar, a motion was made by Sue Fanello and seconded by Geno Kaneshiro to adopt the maintenance calendar as presented. Motion carried unanimously.

Clubhouse Furniture

The Board discussed options for the Clubhouse Furniture and instructed Management to obtain pricing, specifically for four (4) 6' tables, six (6) round tables, (that seat 8 people) and stackable and folding chairs. The Board recommended looking at Costco for pricing.

Tennis Court Signage

The Board discussed installing signs at the new tennis courts and instructed Management to shorten and simplify the Tennis Court rules and to request proposals for signage to review at the next meeting.

Community Holiday Lighting

Director Sue Fanello suggested that the Board consider installing holiday lighting throughout the community. The Board agreed in concept and determined that proposals will be reviewed prior to the holiday season. The item was added to the Maintenance Calendar.

Prior Owners/Bad Debt Write-Offs

Management advised that they have conducted a review of the prior owner accounts with balances that are uncollectable and recommended writing them off as bad debt. A motion was made by Geno Kaneshiro and seconded by Gordon Dickinson to write off the unpaid balances of prior owners for the following accounts:

- Account #46616 in the amount of \$168.00
- Account #46339 in the amount of \$158.00

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**NEW BUSINESS  
CONTINUED**

Prior Owners/Bad Debt Write-Offs (Cont'd)

- Account #55510 in the amount of \$9,239.88
- Account #77801 in the amount of \$2,650.00
- Account #46393 in the amount of \$178.00
- Account #46293 in the amount of \$168.00
- Account #47070 in the amount of \$3,105.48

**SCHEDULE**

**NEXT MEETING** The next meeting of the Board of Directors was scheduled for March 2, 2015 at 6:15 P.M. The meeting will be held at 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 8:16 P.M.

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

**MINUTES APPROVED BY THE BOARD OF DIRECTORS ON MARCH 2, 2015**  
*“The Consent Calendar is herein attached and shall become a part of these minutes”*

**AMERIGE HEIGHTS COMMUNITY ASSOCIATION  
JANUARY 26, 2015  
CONSENT CALENDAR**

- BE IT RESOLVED, that the Board Meeting Minutes of December 1, 2014 are approved as written;
- BE IT RESOLVED, that the financial statement for the period ending November 30, 2014 be accepted.
- BE IT RESOLVED, that the Cost Center financial statements for the period ending November 30, 2014 be accepted.
- BE IT RESOLVED, that the StanPac Cost Center financial statements for the period ending November 30, 2014 be accepted.
- BE IT RESOLVED, that the financial statement for the period ending December 31, 2014 be accepted.
- BE IT RESOLVED, that the Cost Center financial statements for the period ending December 31, 2014 be accepted.
- BE IT RESOLVED, that the StanPac Cost Center financial statements for the period ending December 31, 2014 be accepted.