

**AMERIGE HEIGHTS COMMUNITY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
MARCH 24, 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 March 24, 2014 at the Fullerton Community Center, 340 W Commonwealth Avenue, Fullerton, California.
- PRESENT** Tom Moore, Vice-President
Gordon Dickinson, Secretary
Susan Fanello, Treasurer
Geno Kaneshiro, Member at Large
- Eddie Tovar, Action Property Management, Inc.
Marianne Simek, Action Property Management, Inc.
- One (1) Homeowner
- ABSENT** Mark Elliott, President
- CALL TO ORDER** The meeting was called to order at 6:31 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 and the formation of third party contracts.
- OPEN FORUM** A homeowner was present to address his continued issues with his internet service; he also inquired as to Architectural Guidelines pertaining to installation of an outdoor spa.
- PARK WEST UPDATE** Jasen Eminger and Chris Kelley of Park West Landscape were present to discuss the completed project at Helvey Street, the color change at the roundabouts throughout the community, and the plant replacement at Holcomb Park.
- GREENFIELD UPDATE** Ladan Amini of Greenfield Communications was present to update the Board with the connectivity issues at the new Standard Pacific Homes and discuss the ongoing matter at Spencer Lane. It was initially communicated that the issues were resolved, but they remain ongoing.
- FINANCIAL UPDATE** A brief financial update was provided based on the February 28, 2014 Financial Statement. It was reported that the Board continues to pursue collection efforts.

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**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.

**UNFINISHED
BUSINESS**

Tot-Lot Inspection Proposals

The Board reviewed proposals submitted by ProTec Building Services, Jamey Clark, Inc. (SafePark) and Complete Playground Maintenance for quarterly tot-lot inspections. A motion was made by Sue Fanello and seconded by Geno Kaneshiro to approve the proposal submitted by Jamey Clark, Inc. (SafePark) Option #3, at a cost not to exceed \$780.00. Motion carried unanimously.

NEW BUSINESS

Standard Pacific Update

Management provided an update of a recent conversation with Crystal Burckle of Standard Pacific Homes. Crystal advised that they anticipate grading to commence within the next month.

Greenfield Update

The Board reviewed the correspondence submitted by Greenfield in response to the Board's request for a credit/refund for unsatisfactory internet service. A motion was made by Tom Moore and seconded by Sue Fanello to verify the number of units that closed escrow in December and request a two (2) month credit be provided to the Association for the ongoing issues that have not been resolved, and that if Greenfield is not able to resolve the issues within ten (10) days following the meeting, the Board will re-evaluate and may request additional credits. Motion carried unanimously.

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**NEW BUSINESS
CONTINUED**

Investments

The Board reviewed several investment options related to the Association's Reserve Funds. A motion was made by Sue Fanello and seconded by Geno Kaneshiro to leave the reserve Money Market account at Sunwest Bank liquid and to purchase an 11 month CD with Capital Source in the amount of \$250,000. The remaining balance in excess of \$250,000 will be added to the Comerica – Goldman Sachs CD which at its maturity on June 6, 2014. Motion carried unanimously.

A motion was made by Sue Fanello and seconded by Geno Kaneshiro to continue the existing tiered investment structure and to roll over the following CDs for an additional 12 month period: Reserve account at Comerica – GE Capital Financial maturing on June 2, 2014 in the amount of \$150,000 and Reserve account at Comerica – Golden Sachs maturing on June 6, 2014. Motion carried unanimously.

Following discussion and review of the investment options in regard to the Cost Center's Comerica Operating account, and the Comerica Reserve account, A motion was made by Sue Fanello and seconded by Geno Kaneshiro to purchase a CD with Cost Center Operating funds with Comerica for a 12 month period and to purchase a CD with Cost Center Reserve funds with Comerica for a 12 month period. Motion carried unanimously.

Draft Audit

The Board reviewed the draft of the audit for the fiscal year end December 31, 2013. A motion was made by Geno Kaneshiro and seconded by Sue Fanello to accept the draft audit for the fiscal year end December 31, 2013 as presented by VanderPol & Company, and distribute to the membership within the timeframe outlined in California Civil Code. Motion carried unanimously.

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**NEW BUSINESS
CONTINUED**

Prior Owners/Bad Debt Write-Offs

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

- Account #011100046468 in the amount of \$931.12.
- Account #011100047075 in the amount of \$730.46.
- Account #011100046723 in the amount of \$2,338.55.
- Account #011100047125 in the amount of \$1,106.86.
- Account #011100046873 in the amount of \$151.00.
- Account #011100046971 in the amount of \$2,172.75.
- Account #011100046877 in the amount of \$100.00.
- Account #011100046058 in the amount of \$5,660.04.
- Account #011100046749 in the amount of \$193.00.
- Account #011100046609 in the amount of \$168.00.
- Account #011100064084 in the amount of \$504.00.
- Account #011100046595 in the amount of \$118.00.
- Account #011100066197 in the amount of \$168.00.
- Account #011100046365 in the amount of \$3,539.14.

Motion carried unanimously.

Lien Processing

A motion was made by Sue Fanello and seconded by Geno Kaneshiro to authorize the filing of a lien resolution in accordance with the Association's Assessment Collection Policy on the following properties: account numbers: 01110006655, 011100067718, 011100046824, and 011100046373. 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 011100067707.

SCHEDULE

NEXT MEETING

The next meeting of the Board of Directors was scheduled for April 28, 2014 at 6:30 P.M.

ADJOURN

There being no further business to come before the Board at this time, the meeting was adjourned at 8:11 P.M.

ATTEST

Respectfully Submitted by Eddie Tovar, Community Manager.

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MINUTES APPROVED BY THE BOARD OF DIRECTORS ON APRIL 28, 2014
“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 February 20, 2014 are approved as written;
- B. BE IT RESOLVED, that the financial statement for the period ending January 31, 2014 be accepted.
- C. BE IT RESOLVED, that the Cost Center financial statements for the period ending January 31, 2014 be accepted.
- D. BE IT RESOLVED, that the financial statement for the period ending February 28, 2014 be accepted.
- E. BE IT RESOLVED, that the Cost Center financial statements for the period ending February 28, 2014 be accepted.