

**DIAMOND HILLS RANCH MAINTENANCE CORP.
GENERAL SESSION//MANAGEMENT REPORT
January 20, 2009**

The Board of Directors Meeting of the Diamond Hills Ranch Maintenance Corp. General Session was called to order at 6:36 pm by Lew Samuels.

The Annual Meeting was adjourned due to lack of quorum.

DIRECTORS PRESENT: President, Lew Samuels; Vice President, James Choe

ABSENT: Treasurer/Secretary, Rick Ishitani

EUCLID REPRESENTATIVE:
Michelle Singh Association Manager

HOMEOWNERS PRESENT:
Homeowners present per sign in sheet.

EXECUTIVE SESSION DISCLOSURE:

In Executive Session the Board reviewed, and discussed the following: delinquencies, discipline issues, legal issues and approved and signed the following liens and disclosures:

The Board **Approved** the following liens;

Account # 52267-2-036-3- Lew Samuels motioned; James Choe seconded the motion, motion carried (M/S/C 2-0)

Account # 52267-1-014-2- Lew Samuels motioned; James Choe seconded the motion, motion carried (M/S/C 2-0)

HOMEOWNER INPUT: The following items were discussed; Guard Services and Committee; Party's at the community; Contact information for EMC; Skateboarding; and the Pedestrian Locks.

DIRECTIVES:

- Contact Boyd and Associates regarding our Party Policy, ensure that they are aware and enforcing these procedures in order to dissolve any possibility liability they could incur.
- Change the locks at the Emergency Exit in order to have them match the existing pedestrian locks.
- Once the lock change is completed, notify the Homeowners with a Billing Insert.

Security Guard Committee formed Member s as follows;

- Bill Sippel
- Frank Conseco
- Rick Ishitani

Security Guard Committee Directives:

- Set up a Sub-meeting and discuss the correct procedures to be followed per the rules and regulations and CCR's.
- One Member to provide minutes to Euclid Management Company once completed.
- Ensure that a detailed quality report can be provided by the supervisor on a monthly basis.
- Explain that no soliciting from employees or outside services is permitted.
- If needed invite the supervisor to attend our next Board Meeting.

SECRETARY'S REPORT:

The Board approved the meeting minutes from October 21, 2008. James Choe motioned; Lew Samuels seconded the motion, motion carried (M/S/C 2-0)

TREASURER'S REPORT: A motion was made by James Choe and seconded by Lew Samuels to approve the financial report from October- December 2008 as presented, motion carried (M/S/C/ 2-0)

The Board **Approved** to purchase three (3) CD's from there Morgan Stanley Money Market (1460) **Account# 238108989405** as follows;

- 1) Purchase a CD for \$60,000.00 at a 6 month term at the highest interest rate offered
- 2) Purchase a CD at \$63,000.00 at a 9 month term at the highest interest rate offered
- 3) Purchase a CD at \$65,000.00 at a 12 month term at the highest interest rate offered

Ensure that the CD's are not purchased from any off shore accounts, while providing the adequate FDIC insurance coverage for all investments. James Choe motioned; Lew Samuels seconded the motion, motion carried (M/S/C 2-0)

BIDS & PROPOSALS:

The Board **Approved/ Ratified** the Bid from **For All Seasons** for Holiday Light Installation at **\$3,500.00** Lew Samuels motioned, James Choe seconded the motion. Motion carried (M/S/C 2-0).

****Property Manager to discuss a possible discount as several lights were out at the entrance and the vendor was not reachable****

The Board **Approved/ Ratified** the Bid from **Bert's Handyman** for replacement of 127 mailboxes and painting 40 stands at **\$6,950.00** Lew Samuels motioned, James Choe seconded the motion. Motion carried (M/S/C 2-0).

The Board **Tabled** all Bids prepared for **asphalt seal** until further specifications such as thickness of the seal to be placed can be provided to the Board. Lew Samuels motioned, James Choe seconded the motion. Motion carried (M/S/C 2-0).

The Board **Approved** the Bid prepared by **Automated Gates** for key pad light installation at **\$165.00**. Lew Samuels motioned, James Choe seconded the motion. Motion carried (M/S/C 2-0).
The Board **Tabled** the Bid prepared by **Integrity Restoration** for the Electrical Equipment to be covered at the entrance until the correct specifications can be provided and bid on. Lew Samuels motioned, James Choe seconded the motion. Motion carried (M/S/C 2-0).

The Board **Approved** and signed the Contract from **Epsten Grinnell and Howell** to provide legal services. Lew Samuels motioned, James Choe seconded the motion. Motion carried (M/S/C 2-0).

The Board **Approved** the Bid prepared by **One Beacon Workers Comp.** for Workers Compensation Insurance Coverage at **\$584.00** annually. Lew Samuels motioned, James Choe seconded the motion. Motion carried (M/S/C 2-0).

The Board **Disapproved** the Contract prepared by **Verizon** to install Fios throughout the community. Lew Samuels motioned, James Choe seconded the motion. Motion carried (M/S/C 2-0).

ARCHITECTURAL COMMITTEE:

23665 Canyon Vista Court (Solis)-The Board **Approved/Ratified** the exterior house painting that was approved via email. Lew Samuels motioned, James Choe seconded the motion. Motion carried (M/S/C 2-0).

23665 Canyon Vista Court (Solis)- The Board **Disapproved** the architectural request to add front, side door and balcony decorative wrought iron; as it is not uniform to the rest of the community. Lew Samuels motioned, James Choe seconded the motion. Motion carried (M/S/C 2-0).

23720 Canyon Vista Court (Lin)- The Board **Approved/Ratified** the exterior house painting that was approved via email. Lew Samuels motioned, James Choe seconded the motion. Motion carried (M/S/C 2-0).

MANAGEMENT REPORT: Manager Presented the 2009 Annual Calendar.

- Contact Boyd and Associates and Cal West Maintenance; have them provide any options or solutions on decreasing the monthly fees, in order to alleviate some costs for the 2009 Budget.
- Reserve Meeting Room for Adjourned Annual Meeting on February 24, 2009 at 6:00 pm located at the AQMD.

ANNOUNCEMENT OF THE NEXT MEETING:

The next meeting is scheduled for March 17, 2009 at 6:30 p.m. at the AQMD.

ADJOURNMENT OF MEETING:

With no further business to discuss, the business meeting was adjourned at 8:03 p.m .

BOARD MEMBER SIGNATURE

3/17/09

DATE