

**DIAMOND HILLS RANCH MAINTENANCE CORP.
GENERAL SESSION//MANAGEMENT REPORT
May 19, 2009**

Board of Directors Meeting of the Diamond Hills Ranch Maintenance Corp. General Session was called to order at 7:26 pm by Frank Canseco.

DIRECTORS PRESENT: President, Frank Canseco; Treasurer/Secretary, James Choe

ABSENT: Vice President, 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:

The Board Approved the following liens;
None

HOMEOWNER INPUT: The following items were discussed; Guard Services and Committee Report; Newsletter; Verizon Fios; Guard House Maintenance; concerns on lighting and trespassing at the Skyline cul-de-sac, Homeowners proposed additional security with lights and cameras; Asphalt Slurry Seal; Signs at the Entrance; and Neighborhood Watch

SECRETARY'S REPORT:
The Board approved the meeting minutes from March 17, 2009. James Choe motioned; Frank Canseco seconded the motion, motion carried (M/S/C 2-0)

TREASURER'S REPORT: A motion was made by James Choe and seconded by Frank Canseco to approve the financial report from March- April 2009 as presented, motion carried (M/S/C/ 2-0)

DIRECTIVES:
The Board **Approved** to roll over the CD; (MS National City 1461-1-CD) **Account #238108989405** \$50,000.00 at a 9 month term at the current interest rate. James Choe motioned; Frank Canseco seconded the motion, motion carried (M/S/C 2-0)

BIDS & PROPOSALS:
The Board **Approved** to have the **Association Manager** purchase two (2) 18x24 aluminum signs from **Peachtree Catalog** to be installed at the entrance stating "Board Meeting on Tuesday location: AQMD Time: 7:00 pm" . Frank Canseco motioned; James Choe seconded the motion, motion carried (M/S/C 2-0).

The Board **Approved** to have the Gate Arm repaired by **Automated Gates** at **\$175.00** repairs to include gate arm replacement due to a traffic accident . Frank Canseco motioned; James Choe seconded the motion, motion carried (M/S/C 2-0).

The Board **Approved** the Janitorial Maintenance to be completed by **J&M Maintenance** at **\$125.00 per month** the Board also requested to have the vendor purchase a soap dispenser, toilet seat cover dispenser, and paper towel dispenser and install them in the restroom . Frank Canseco motioned; James Choe seconded the motion, motion carried (M/S/C 2-0).

The Board **Approved** the 2010 reserve study to be prepared by **Strategic Reserve** at **\$499.00** to include an update only; James Choe seconded the motion, motion carried (M/S/C 2-0).

The Board **Tabled** any action on the bid prepared by Integrity Restoration to enclose the electrical equipment at the right side entrance until the next Annual Meeting or further Board Direction.

DIRCTIVES:

- Meet with Boyd's and Associates to get ideas regarding Skyline cul-de-sac; there is a lack of light and surveillance that need to be resolved as soon as possible.
- Walk skyline with the Board and see if shrubs and trees can be better maintained to eliminate any possible trespassers.
- Contact Edison regarding a light pole to be installed at the top of Skyline.
- Association Manager to set up a meeting with the Verizon Fios representative, and an NPG asphalt contractor in order to discuss the scope of work on installing fiber optic cables; email the Board once a date is finalized.
- Obtain 3 bids on pest control throughout the association for Squirrels and Gofers.
- Request a drawing for the bid on the Guard House upgrades provided by Integrity Restoration; also obtain two comparable bids once the specifications have been received.
- Team Lighting to re-bid the palm tree light installation along Diamond Bar Blvd. the Board has requested a price on installing one flood light at each palm tree.
- Guard House A.C. unit is leaking; have the Handyman look into possible leak.
- Obtain an informational bid on possible patrols being added to the Guard Services.
- Follow up with Boyd and Associates regarding the following issues;
 - Handout they are suppose to give out in order to have Homeowners update there information.
 - Guard Logs that have not been provided for review.
 - Street Sweeper Logged.
 - Guards are too lenient in the guest access.

ARCHITECTURAL COMMITTEE:

610 Crestview (Cheng)-The Board **Approved** the architectural application to install solar panels per the California Civil Code section 714. Frank Canseco motioned; James Choe seconded the motion, motion carried (M/S/C 2-0)

In the approval letter explain to the Homeowner that the remainder of the signatures has not been received, if this information can be provided we would appreciate it in order to keep it for record.

