

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
APRIL 13, 2010**

BOARD MEMBERS

Lynn Comer	President (Absent)
Conrad Sanford	Vice President
Ken Swezey	Secretary
Carl Middione	Treasurer
Heath Birkendahl	Director

OTHERS PRESENT

Bill Hubbard	Community Management Services, Inc.
MaryAlice Heim	Landscape Committee
2 owners	

ITEM I – Open Forum

Any items discussed that require action by the Board will be placed on the agenda for the following Board meeting, unless determined to be a safety or structural issues that needs immediate attention.

ITEM II – Call to Order

A. Vice President Conrad Sanford called the Board of Directors meeting to order at 6:42PM.

ITEM III – Approval of Minutes

A motion was made, seconded and carried to approve the minutes of the March 9, 2010 Board of Directors meeting.

ITEM IV - Committee Reports

A. Landscape

1. The Board reviewed the minutes from the March 17, 2010 committee meeting.
2. The Committee recommended approving 8 landscape upgrade proposals from Medallion totaling \$2,466.60. The Board passed a motion approving the proposals.
3. MaryAlice Heim reported that the Committee will work with Lewis Tree Service to begin inspecting trees for the 2010 maintenance proposal.

B. Architectural

The Board reviewed architectural committee approvals from the past 30 days.

C. Parking

After a 30-day review by the membership, the Board approved a change to the parking configuration on Greenwich Ct to change 3 current Guest Only parking spaces to Open parking.

D. Social

NONE

E. Clubhouse

The Board reviewed a proposal from Steve's Painting to paint kitchen cabinets at a cost of \$1,275.00. This item was tabled until the May meeting.

ITEM V - Treasurer's Report – Financial Statement for period ending March 31, 2010.

- A. The Board of Directors reviewed the current reconciliations and account statements (unaudited) of the Association's operating and expense accounts for the month, the operating and reserve revenues and expenses compared to the current year's budget, as well as the income and expense statement of the Association's operating and reserve accounts.

	<u>March</u>	<u>Year-to-Date</u>
Income(\$)	108,855.95	326,021.13
*Expense(\$)	108,914.75	315,111.84
*includes monthly contribution to Reserves		
Total Cash & Savings(\$):	1,727,303.14	
**Reserve Expenditures Year to Date(\$):	53,050.90	
Reserve Fund Balance(\$):	1,668,857.51	

- B. The Board reviewed the assessment account aging report dated March 31, 2010. All other accounts in excess of 90 days delinquent will be sent to a collection company.

1. The Board passed the following resolution:

Resolved, pursuant to CA Civil Code section 1367.4 the Board for the Association authorizes and instructs Stonehenge Trustee Services to file a lien and foreclose upon the lien, if necessary, for the full amount of unpaid assessments, late charges, interest, and collection fees and costs against the property, parcel #284-45-047, if such account has not been reinstated on or before the date that the Notice of Default expires. The Board also authorizes STS to cause the property to be sold if such account has not been reinstated on or before the date that the property is scheduled to be sold.

- C. Reserve Fund Investments

The Board passed a motion permitting Carl Middione to invest \$100,000 from the Merrill Lynch reserve fund into a CD.

ITEM VI - Association Manager's Report

- A. Action Item List – The Board reviewed the action list since the previous meeting.
- B. Correspondence –The Board reviewed correspondence since the previous meeting.

ITEM VII - Old Business

- A. Security Patrol Report – The Board reviewed the March, 2010 security report.
- B. Consolidated Plumbing Proposals
1. The Board reviewed a proposal for replacing all remaining individual unit gate valves with ball valves, at a cost of \$50,569.23. Management was asked to get a comparison bid for the work from another qualified plumbing company.
2. The Board reviewed a proposal to hydroflush a section of the storm drainage system in the Donovan Court/Foxhall Loop area that appeared to be backing up during heavy rains. It was

determined that the cause of the flooding was a lack of drains in the area rather than current drainage backup. Management will get a proposal from Medallion to install additional drainage.

ITEM VIII - New Business

A. Genie Pool Service

The Board reviewed a memo indicating an increase in the monthly service fees to \$580 effective May 1, 2010. The Board has already budgeted for this increase.

B. Janitorial Agreement

The Board reviewed the scope of work for the janitorial service.

C. Newsletter Items

NONE

ITEM IX - Adjournment

There being no further business before the Board of Directors, the meeting was adjourned at 8:14PM. The Board then went into executive session to hold rules violation hearings, discuss assessment collection issues, and discuss a request for reimbursement of expenses. . The next Board meeting will take place on May 11, 2010.

Approved as submitted