

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
APRIL 14, 2009**

BOARD MEMBERS

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

OTHERS PRESENT

Bill Hubbard	Community Management Services, Inc.
Mary Alice Heim	Landscape Committee
4 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

President Conrad Sanford called the Board of Directors meeting to order at 7:01PM.

ITEM III – Approval of Minutes

A motion was made, seconded and carried to approve the minutes of the March 10, 2009 and March 12, 2009 Board of Directors meetings.

ITEM IV - Committee Reports

A. Landscape

1. The Board approved a proposal from Medallion to treat 17 hackberry and 6 crape myrtles for aphid control, at a cost of \$1,198.78.
2. The Board reviewed a proposal from Medallion for landscape enhancements throughout the community that was approved by the Landscape Committee under their \$12,000 per year upgrade budget. The proposal totaled 708.53.
3. Maryalice Heim reported that the committee would be working with Lewis Tree Service to formulate a tree maintenance proposal for 2009.
4. At the request of several owners, the committee will discuss possible solutions to the liquid ambar debris problem with Lewis Trees.

B. Architectural

1. The Board reviewed and approved, with some minor modifications, the draft of the front door and garage door guidelines. The guidelines will be sent to each owner for a 30 day review prior to official adoption by the Board.
2. Heath Birkendahl reported that the committee had made some modifications to the lighting guidelines since some of the specific lighting fixtures recommended in the original guidelines were no longer available. The Board approved these modifications.

C. Parking

NONE

D. Social Committee

NONE

E. CC&Rs/Bylaws Rewrite

Conrad Sanford reported that he and secretary Ken Swezey officially signed the appropriate pages of the approved CC&Rs. The recorded copies of the CC&Rs will be mailed to each owner.

ITEM V - Treasurer's Report – Financial Statement for period ending March 31, 2009.

- 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(\$)	110,663.96	331,641.11
*Expense(\$)	101,446.92	313,551.74
	*includes monthly contribution to Reserves	
Total Cash & Savings(\$):	1,328,582.91	
**Reserve Expenditures Year to Date(\$):		75,635.28
Reserve Fund Balance(\$):	1,305,778.63	

- B. The Board reviewed the assessment account aging report dated February 28, 2009. All other accounts in excess of 90 days delinquent will be sent to a collection company.

C. Loan from Reserves

Management reported that the association was able to pay the annual insurance renewal premiums directly from the operating account and it was not necessary to borrow any money from the reserves.

D. Reserve Investments

The Board passed a motion to invest \$95,000 from the Merrill Lynch reserves into a 12 month 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.

1. The Board discussed a request from an owner to cover the cost of repairs to wood flooring following repairs to a leak in a bathtub drain line. The Board reviewed the CC&Rs and could not find any language that indicated the association was responsible for any repairs other than to the leaking pipe. Management will suggest that the owner submit a claim with her HO6 policy carrier.
2. The Board held a rules violation hearing regarding window coverings. The owner presented samples of new window coverings, which the Board approved. No further action will be taken as long as the new window coverings are installed by May 15, 2009.

ITEM VII - Old Business

A. Security Patrol Report – The Board reviewed the March, 2009 security report.

B. Chimney Repairs and waterproofing project

Management will contact Carter-Gough regarding the status of the chimney cap repairs project.

C. EBAY

Heath Birkendahl updated the Board on the status of discussions with EBAY regarding noise and parking issues.

D. Lighting Project

Management reported that the carport fluorescent lighting upgrade project through the PG&E rebate program has been completed. The program also includes the interior clubhouse lighting fixtures, so the Board chose replacement wall sconces and ceiling fixtures.

ITEM VIII - New Business

A. Newsletter Items

NONE

ITEM IX - Adjournment

There being no further business before the Board of Directors, the meeting was adjourned at 8:30PM. The next Board meeting will take place on May 12, 2009.

Approved as submitted