

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
AUGUST 10, 2010**

BOARD MEMBERS

Lynn Comer	President
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
Sheba Solomon	Landscape Committee
6 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

1. President Lynn Comer called the Board of Directors meeting to order at 7:04PM.
2. Due to health concerns, Carl Middione announced his resignation from the Board, effective when the 2011 budget is officially approved by the Board. The Board thanked Carl for all of his contributions while serving on the Board.

ITEM III – Approval of Minutes

A motion was made, seconded and carried to approve the minutes of the July 13, 2010 Board of Directors meeting.

ITEM IV - Committee Reports

A. Landscape

1. The Board reviewed the minutes from the July 21, 2010 committee meeting.
2. The Board approved a proposal from Lewis Tree Service for tree maintenance throughout the complex at a cost of \$26,244.
3. The Committee reported that they expect an irrigation controller and landscaping upgrades rebate check in the amount of approximately \$13,000 to be issued from SCVWD in the next couple of weeks.

B. Architectural

1. The Board reviewed architectural committee approvals from the past 30 days.
2. The Committee approved a request from an owner to grandfather in her aluminum dark bronze-colored screen door as it was on the screen door approval list in 1998.

C. Parking

NONE

D. Social

The fall ice cream social was postponed until sometime in the spring.

E. Clubhouse

The new kitchen appliances were installed on 8-10-10 and the new kitchen flooring should be installed on 8-13-10.

ITEM V - Treasurer's Report – Financial Statement for period ending July 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>July</u>	<u>Year-to-Date</u>
Income(\$)	108,842.54	763,183.16
*Expense(\$)	110,041.62	741,159.47
	*includes monthly contribution to Reserves	
Total Cash & Savings(\$):	1,892,264.67	
**Reserve Expenditures Year to Date(\$):	146,233.30	
Reserve Fund Balance(\$):	1,774,393.81	

- B. The Board reviewed the assessment account aging report dated July 30, 2010. All other accounts in excess of 90 days delinquent will be sent to a collection company.

1. The Board passed the following resolutions:

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 #284-43-037, 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 for Merrill Lynch to invest \$100,000 into an 18 month CD and \$100,000 into a 36 month CD.

D. 2011 Budget

The Board reviewed the 1st draft of the 2011 operating budget. More discussions will take place as soon as the reserve study is completed and reviewed and a reserve budget it drafted. An approved budget will be mailed out to the owners by no later than November 30, 2010.

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 July, 2010 security report.

The Board asked management to request that security increase their visibility around the pool areas.

B. Plumbing Proposal

The Board approved a proposal from Consolidated Plumbing to hydroflush a sewer line that services the Huxley Court area, at a cost of \$2,890.00.

ITEM VIII - New Business

A. Skylight Proposal

The Board reviewed a report/proposal from Four Seasons Roofing about skylight in a unit that was reported cracked. The inspection revealed small surface cracks on the skylight dome, but no significant cracks that would result in leaks. The Board, therefore, took no further action on this proposal.

B. Newsletter Items

Ken Swezey reviewed the information in the August newsletter with the Board.

ITEM IX - Adjournment

There being no further business before the Board of Directors, the meeting was adjourned at 8:27PM. The Board then went into executive session to discuss assessment collection issues and hold rules violations hearings. The next Board meeting will take place on September 14, 2010.

Approved as submitted