

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
AUGUST 11, 2009**

BOARD MEMBERS

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

OTHERS PRESENT

Bill Hubbard	Community Management Services, Inc.
Mary Alice Heim	Landscape Committee
Sheba Solomon	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 6:35PM.

ITEM III – Approval of Minutes

A motion was made, seconded and carried to approve the minutes of the July 7, 2009 Board of Directors meeting.

ITEM IV - Committee Reports

A. Landscape

1. The Board approved a proposal from Lewis Trees to remove 20 trees at cost of \$10,080. Management will confirm that Lewis will obtain all required tree removal permits from the City of San Jose.
2. The Board approved a proposal from Lewis Trees to trim trees throughout the community at a cost of \$29,830.00, pending confirmation by Ken Sweezey that there will be no additional charges for disposal fees.
3. The Committee presented some information regarding potential landscape and irrigation upgrade projects. The Board asked the committee to prioritize the work so that approximately \$15,000 of it can be completed in 2009 under the reserve expense Landscape Renovations.

B. Architectural

NONE

C. Parking

NONE

D. Social Committee

NONE

ITEM V - Treasurer's Report – Financial Statement for period ending July 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>July</u>	<u>Year-to-Date</u>
Income(\$)	109,595.58	772,235.98
*Expense(\$)	106,942.75	750,267.95
*includes monthly contribution to Reserves		
Total Cash & Savings(\$):	1,496,971.36	
**Reserve Expenditures Year to Date(\$):	182,072.65	
Reserve Fund Balance(\$):	1,399,195.34	

- B. The Board reviewed the assessment account aging report dated July 30, 2009. All other accounts in excess of 90 days delinquent will be sent to a collection company.

1. The Board passed the following collection 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 #284-43-029, 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 Investments

No action taken.

- D. 2010 Budget

The Board reviewed the 1st draft of the 2010 budget. An approved budget for 2010 will be mailed to each owner by no later than November, 2009.

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 reviewed a request from a resident to address a smoking issue with a neighbor. The Board agreed that the association has no jurisdiction over this issue.
2. The Board denied a request for reimbursement of a tow fee noting that the vehicle towed had received multiple warnings for the parking rules violation prior to the tow.
3. The Board went into executive session to hold three rules violation hearings.

ITEM VII - Old Business

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

B. Clubhouse Furniture

The Board authorized the purchase of 30 new clubhouse meeting room chairs at a total cost of approximately \$4,884.00.

ITEM VIII - New Business

A. Cement Repairs

The Board approved a proposal from MP Construction for making cement repairs throughout the community at a cost of \$6,751.11. Management will request that the work include removing the old mailbox kiosk pads at the entries onto Foxhall Loop.

B. Newsletter Items

NONE

ITEM IX - Adjournment

There being no further business before the Board of Directors, the meeting was adjourned at 8:49PM. The next Board meeting will take place on September 8, 2009.

Approved as submitted