

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETING  
FEBRUARY 10, 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.
3 owners	
Eric Frost	San Jose Police Department

**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. President Conrad Sanford called the Board of Directors meeting to order at 7:02PM.

**ITEM III – Approval of Minutes**

A motion was made, seconded and carried to approve the January 13, 2009 Board of Directors meeting minutes as presented.

**ITEM IV - Committee Reports**

A. Landscape

1. The Board reviewed proposals from Medallion regarding irrigation repairs and upgrades. Management was asked to get a priority rating on irrigation repairs.

B. Architectural

NONE

C. Parking

NONE

D. Social Committee

NONE

E. CC&Rs/Bylaws Rewrite

Management reported that attorney Sharon Pratt has scheduled a court date of February 17, 2009 to present the petition for approving the CC&Rs based on the submitted votes.

**ITEM V - Treasurer's Report – Financial Statement for period ending January 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>January</u>	<u>Year-to-Date</u>
Income(\$)	110,980.42	110,980.42
*Expense(\$)	101,113.42	101,113.42
	*includes monthly contribution to Reserves	
Total Cash & Savings(\$):	1,380,032.55	
**Reserve Expenditures Year to Date(\$):	69,881.81	
Reserve Fund Balance(\$):	1,211,091.75	

- B. The Board reviewed the assessment account aging report dated January 31, 2009. All other accounts in excess of 90 days delinquent will be sent to a collection company.

1. The Board passed a motion approving 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 properties, parcel #s 284-53-032 and 284-46-017, if such accounts have not been reinstated on or before the date that the Notice of Default expires. The Board also authorizes STS to cause the properties to be sold if such accounts have not been reinstated on or before the date that the properties are scheduled to be sold.*

**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 correspondence requesting power washing bird waste and dirt off walkways. The Board agreed that this maintenance should be delayed until landscaping upgrades are completed in the area.
  2. The Board reviewed correspondence requesting additional security patrols and other security measures in order to help prevent a perceived increase in crime in the San Jose area. The Board arranged to have a representative from the San Jose police department speak to the membership regarding safety and crime prevention during the annual meeting on March 10, 2009.
  3. The Board held a reimbursement hearing and passed a motion to bill \$160 to an owner's assessment account for a dryer vent issue that was the unit owner's maintenance responsibility.

**ITEM VII - Old Business**

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

- B. Chimney Repairs and waterproofing project

The Board will go into executive session at the conclusion of this meeting in order to discuss issues with the contact with Carter-Gough Construction.

- C. EBAY

Heath Birkendahl reported that he is meeting with a representative of EBAY to discuss noise, parking, and other issues involving the nearby residences.

D. Clubhouse Upgrades

The Board passed a motion approving a proposal from JMJohnson Construction to make repairs and do touch-up painting inside the clubhouse meeting room at a cost of \$925.00.

E. Insurance Renewal

The Board passed a motion, with Carl Middione dissenting and Conrad Sanford abstaining, to sign broker of record letters indicating that Bay Area Insurance was the association representative for obtaining renewal quotes from Travelers and Philadelphia Insurance since Bay Area Insurance provided quotes from these companies in 2008. Monterey Insurance will be able obtain quotes from other carriers. The Board will be reviewing proposals during the March 10, 2009 Board meeting.

F. Pool/spa drainage upgrades

Management reported that Genie Pool has submitted requests for a permit to the county health department to make code required upgrades to the spa and pool drainage systems. Genie Pool has reported that there is now a delay with the health department issuing permits. The Board passed a motion to close the spa until the required modifications have been completed.

**ITEM VIII - New Business**

A. Interior Plumbing Repairs

The Board reviewed a proposal from Consolidated Plumbing to replace a bathtub drainage line that had a slightly negative pitch. The Board agreed that the location for this pipe clearly fell into the interior space of the unit rather than in the common area and was, therefore, a unit owner responsibility.

B. Newsletter Items

1. Board elections in March
2. Annual meeting – safety and crime prevention presentation

**ITEM IX - Adjournment**

There being no further business before the Board of Directors, the meeting was adjourned at 9:00PM and then went into executive session to discuss a contract issue. The next Board meeting will take place on March 10, 2009, following the conclusion of the annual meeting.

Approved as submitted,