

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETING  
JULY 13, 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.
Marylalice Heim	Landscape Committee
Sheba Solomon	Landscape Committee
Nathan Lewis	Lewis Tree Service
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**

President Lynn Comer called the Board of Directors meeting to order at 6:33PM.

**ITEM III – Approval of Minutes**

A motion was made, seconded and carried to approve the minutes of the June 8, 2010 Board of Directors meeting.

**ITEM IV - Committee Reports**

A. Landscape

1. The Board reviewed the minutes from the June 16, 2010 committee meeting.
2. The Board approved a proposals from Medallion for landscape upgrades throughout the complex, at a total cost of \$2,229.95
3. The Landscape reviewed and discussed a tree maintenance proposal submitted by Lewis Tree Service. No action was taken pending inspection of several trees recommended for removal.
4. The Committee reported that they recently completed the post installation inspection with a representative of SCVWD as part of the landscaping rebate program and a rebate check should be forthcoming in about 6 weeks.

B. Architectural

1. The Board reviewed architectural committee approvals from the past 30 days.
2. The Committee and Board declined a request for permission to install as Sun-Setter retractable awning in a front patio area citing the design did not adhere to the architectural style of the community.
3. The Committee submitted a list of architectural violations for management to follow up on, including screen door style violations, holiday lights, and cable installation issues.

C. Parking

NONE

D. Social

No date has been set for the fall social.

E. Clubhouse

The Board is getting bids for replacing the kitchen linoleum. Replacement of pool furniture was postponed until 2011.

**ITEM V - Treasurer's Report – Financial Statement for period ending June 30, 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>June</u>	<u>Year-to-Date</u>
Income(\$)	108,511.93	654,340.62
*Expense(\$)	106,165.62	631,117.85
	*includes monthly contribution to Reserves	
Total Cash & Savings(\$):	1,830,468.21	
**Reserve Expenditures Year to Date(\$):	132,915.44	
Reserve Fund Balance(\$):	1,738,609.13	

- B. The Board reviewed the assessment account aging report dated June 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 #284-53-070, 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 \$150,000 from the Merrill Lynch reserve fund into a CD for a term of around 24-36 months in order to obtain a competitive rate of return.

**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 complaint from an owner about another owner and determined that it was not an association rules violation issue and would have to be addressed between the residents themselves.

**ITEM VII - Old Business**

- A. Security Patrol Report – The Board reviewed the June, 2010 security report.
- B. Tennis Court Bench

The Board reviewed a proposal from The Repair People to replace a wooden tennis court area bench with a recycled plastic bench. The Board prefers the replacement benches to be wooden, management will inform TRP.

**ITEM VIII - New Business**

- A. No Smoking Signs

The Board asked management to install No Smoking signs and No Glass signs in two locations in the main pool area and one location in the Foxhall Loop pool area.

- B. Newsletter Items

NONE

**ITEM IX - Adjournment**

There being no further business before the Board of Directors, the meeting was adjourned at 8:30PM. The Board then went into executive session to discuss an assessment collection issue, review a written request from an owner regarding several community wide issues, and discuss Board meeting protocol. The next Board meeting will take place on August 10, 2010.

Approved as submitted