

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
JUNE 10, 2008**

BOARD MEMBERS

Conrad Sanford	President
Lynn Comer	Vice President
Scott Smithwick	Secretary
Carl Middione	Treasurer
Heath Birkendahl	Director

OTHERS PRESENT

Bill Hubbard	Community Management Services, Inc.
Helen Conway	Landscape Committee
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

Board President Conrad Sanford called the Board of Directors meeting to order at 6:45PM.

ITEM III – Approval of Minutes

A motion was made, seconded and carried to approve the April 8, 2008 Board of Directors meeting minutes as corrected.

ITEM IV - Committee Reports

A. Landscape

1. The Board reviewed the minutes from the May 28, 2008 committee meeting.
2. Helen Conway submitted a sample of a Landscape Committee newsletter that may be included with the monthly association newsletter. The Board approved the idea.
3. The Board approved a draft of Landscape Committee guidelines (see attached).
4. The Board agreed with the Landscape Committee suggestion to move towards planting more native California and drought resistant plants. The Board asked the committee to select one small section of the community for a trial planting.

B. Architectural

Scott Smithwick discussed the possibility of combining the installation of solar panels or similar product with the next re-roofing project. He will investigate options and report back to the Board.

C. Parking

NONE

D. Social Committee

NONE

E. CC&Rs/Bylaws Rewrite Committee

Management reported that there were approximately 106 ballots returned to date. Efforts to collect more ballots will continue until the deadline of August 1, 2008.

ITEM V - Treasurer's Report – Financial Statement for period ending May 31, 2008.

- 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>May</u>	<u>Year-to-Date</u>
Income(\$)	108,944.72	545,144.25
*Expense(\$)	118,090.28	537,478.55
*includes monthly contribution to Reserves		
Total Cash & Savings(\$):	1,393,134.52	
**Reserve Expenditures Year to Date(\$):		106,184.58
Reserve Fund Balance(\$):	1,325,917.14	

- B. The Board reviewed the assessment account aging report dated May 31, 2008. All other accounts in excess of 90 days delinquent will be sent to a collection company.

1. The Board passed the following resolution:

Resolved, pursuant to CA Civil Code section 1367.4 the Board for the Association authorizes and instructs Angius and Terry Collections 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 #284-45-014, if such account has not been reinstated on or before the date that the Notice of Default expires. The Board also authorizes Angius & Terry 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 Funds

The Board asked management to open a separate banking account for the monthly earthquake deductible contribution of \$8,500.00.

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 held a series of hearings:

- The Board imposed fines totally \$350 to an owner for not properly maintaining their landscaping in the restricted common area patio.
- The Board levied a special individual assessment of \$652.70 for repairs to furnace drain pipe that was broken in the restricted common area. The owner reimbursed the association for this expense.
- The Board imposed a \$50 fine to an owner for not properly maintaining the landscaping in the restricted common area patio.
- The Board imposed a \$50 fine to an owner for keeping pet food out in the restricted common area patio.
- The Board imposed a special individual assessment of \$366.49 to an owner because their contractor disposed of construction material in the trash dumpster and the association had to pay to have it emptied. The owner reimbursed the association for this expense.

ITEM VII - Old Business

A. Security Patrol Report – The Board reviewed the May, 2008 security report.

B. Insurance

The Board reviewed a proposal from Monterey Insurance to increase the limits on sewer back-up coverage from \$5,000 per building to \$50,000 per building at an additional cost of \$5,592.00. The Board asked management to request that Monterey Insurance absorb this cost because the current \$5,000 limit was not disclosed during the insurance bidding process.

C. Foxhall Loop Mailbox Kiosk

Management reported that kiosk should be completed soon and key distribution will be schedule.

D. Chimney Inspections

Carter-Gough has begun the inspections of the exterior chimneys to make sure they are water-tight.

ITEM VIII - New Business

A. Foxhall Loop/Donovan Court Fencing

The Board approved a proposal from Silicon Valley Builders for replacement of the patio fences and trash corral gates at a cost of \$143,736.00. Management will try to get the work scheduled for mid-July.

B. Genie Pool Increase

The Board reviewed the memo from Genie Pool indicating an increase in monthly fees to \$560 per month due to increases in fuel costs.

C. Newsletter Items

1. new law regarding barbecues

ITEM IX - Adjournment

There being no further business before the Board of Directors, the meeting was adjourned at 8:33PM. The next Board meeting will take place on July 10, 2008.

Approved as submitted,
