

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
MAY 11, 2010**

BOARD MEMBERS

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

OTHERS PRESENT

Bill Hubbard	Community Management Services, Inc.
MaryAlice Heim	Landscape Committee
Sheba Solomon	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

President Lynn Comer called the Board of Directors meeting to order at 6:40PM.

ITEM III – Approval of Minutes

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

ITEM IV - Committee Reports

A. Landscape

1. The Board reviewed the minutes from the April 21 and May 6, 2010 committee meetings.
2. Management reported that the association had received the first rebate check from SCVWD in the amount of \$2,516.55. The money will be deposited into the landscaping reserve account.

B. Architectural

1. The Board reviewed architectural committee approvals from the past 30 days.
2. The Board discussed amending the current entry screen door guidelines. The draft of the amended guidelines will be mailed to each owner for a 30-day review.

C. Parking

NONE

D. Social

NONE

E. Clubhouse

The Board approved a proposal from Steve's Painting to paint all of the wood cabinets inside the clubhouse kitchen, at a cost of \$1,275.00.

ITEM V - Treasurer's Report – Financial Statement for period ending April 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>April</u>	<u>Year-to-Date</u>
Income(\$)	109,428.46	435,449.59
*Expense(\$)	99,308.22	414,420.06
*includes monthly contribution to Reserves		
Total Cash & Savings(\$):	1,739,595.55	
**Reserve Expenditures Year to Date(\$):	123,617.49	
Reserve Fund Balance(\$):	1,647,727.28	

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

C. Reserve Fund Investments

The Board passed a motion permitting Carl Middione to invest \$100,000 from the Merrill Lynch reserve fund into a CD for a term of around 30 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 request to restrict open parking so that residents from the same unit could not park vehicles in open parking spaces more than 3 times per week. The Board agreed that monitoring the parking activity to enforce this rule would be very difficult and decided to keep the parking rules as they are currently written.
 2. The Board reviewed a complaint about noise and dust created by the power blowers used by the landscaping company to clear landscaping debris. The Board determined that the positives of keeping the walkways and streets clear of debris outweighed the issues of noise and dust. The Board did agree to restrict the blowing to once per week in most areas and only twice per week in areas with heavy tree debris.
 3. The Board reviewed a response to an association request to remove lights deemed as holiday lights from a patio area. The Board agreed that small patio lighting installed in such a way that it cannot be seen from the common area is ok.

ITEM VII - Old Business

- A. Security Patrol Report – The Board reviewed the April, 2010 security report.
- B. Gate Valve Replacement Project

The Board reviewed a proposal from Drainworks Plumbing for the gate valve replacement project, which estimated the cost at \$280 per valve. The Board agreed to continue having Consolidated Plumbing replace

the valves on an as-needed basis per meter because the average cost for each valve through Consolidated Plumbing has been around \$235.

C. Janitorial Contract

The Board continues to review and amend the current scope of work for the janitorial company.

ITEM VIII - New Business

A. Drainage in planters adjacent to garages

Discussion postponed until June 8 Board meeting.

B. Lighting Proposal

The Board approved a proposal from The Repair People to install additional ground lighting along the back of a garage building, at a cost of \$1,621.26.

C. Newsletter Items

1. amended entry screen door guidelines

ITEM IX - Adjournment

There being no further business before the Board of Directors, the meeting was adjourned at 8:07PM. The Board then went into executive session to discuss a delinquent assessment account issue. The next Board meeting will take place on June 8, 2010.

Approved as submitted