

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
SEPTEMBER 14, 2010**

BOARD MEMBERS

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

OTHERS PRESENT

Bill Hubbard	Community Management Services, Inc.
Sheba Solomon	Landscape Committee
1 owner	

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

Vice President Conrad Sanford called the Board of Directors meeting to order at 7:04PM.

ITEM III – Approval of Minutes

A motion was made, seconded and carried to approve the minutes of the August 10, 2010 Board of Directors meeting.

ITEM IV - Committee Reports

A. Landscape

1. The Board reviewed the minutes from the August 18, 2010 committee meeting.
2. The Board reviewed proposals from Medallion Landscaping, but deferred any approvals pending clarifications from the Landscape Committee.
3. The Committee requested \$50,000 in 2011 budget for continued landscape renovations. The Board will consider the request while working on the budget.

B. Architectural

1. The Board reviewed architectural committee approvals from the past 30 days.
2. The Committee will discuss rules regarding acceptable colors for window coverings and report back to the Board.

C. Parking

The Board will place an item in the October newsletter asking if any residents on Huxley Court are in favor of increasing the number of open parking spaces in the entry section of Huxley Court by 2 spaces by reducing the guest only parking spaces by 2 spaces.

D. Social

NONE

E. Clubhouse

The Board deferred a discussion on updating the clubhouse usage rules and agreement until the October 12 Board meeting.

ITEM V - Treasurer's Report – Financial Statement for period ending August 31, 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>August</u>	<u>Year-to-Date</u>
Income(\$)	107,608.43	870,791.59
*Expense(\$)	108,411.40	849,570.87
*includes monthly contribution to Reserves		
Total Cash & Savings(\$):	1,909,303.86	
**Reserve Expenditures Year to Date(\$):	169,663.16	
Reserve Fund Balance(\$):	1,799,226.56	

- B. The Board reviewed the assessment account aging report dated August 31, 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 for Carl Middione to look for competitive CD rates for investing \$100,000 from the Comerica reserve account and \$100,000 from the Merrill Lynch reserve account.

D. 2011 Budget

The Board reviewed the 2nd draft of the 2011 budget, which included information provided in the recent Barrera & Co reserve study. The Board asked management to increase reserve expenditures in the reserves for landscape renovations and see if this increase would affect projected assessments.

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.

ITEM VII - Old Business

- A. Security Patrol Report – The Board reviewed the August, 2010 security report.

ITEM VIII - New Business

- A. Rules - garage activity

The Board discussed an issue regarding the use of power tools in a garage with the owner involved in the incident. The Board was satisfied that the owner took the necessary safety precautions and that the project

requiring the use of power tools was a short term one and should be completed, so no further action was taken.

B. Tennis Court Resurfacing Proposals

The Board reviewed proposals from Saviano and Co and Carl Gullett Asphalt for resurfacing the Greenwich Court tennis court. The Board asked management to negotiate a lower price with Saviano and report back.

C. Gutter Cleaning Proposals

The Board passed a motion approving a proposal from Four Seasons Roofing to clean the roofs, gutters, and downspouts in November and January, at a total cost of \$11,914.00.

D. Cement Repairs

The Board passes a motion approving a proposal from M Pineda Construction to eliminate trip hazards throughout the community, at a cost of \$2,920.00.

E. Newsletter Items

Ken Sweezey reviewed the information in the September newsletter with the Board.

ITEM IX - Adjournment

There being no further business before the Board of Directors, the meeting was adjourned at 8:27PM. The Board then went into executive session to discuss assessment collection issues. The next Board meeting will take place on October 12, 2010.

Approved as submitted