

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
SEPTEMBER 11, 2012**

BOARD MEMBERS

Scott Smithwick	President
Jeff Davis	Vice President
Ken Swezey	Secretary/Treasurer
Carl Middione	Assistant Treasurer
Brian Finerty	Director

OTHERS PRESENT

Bill Hubbard	Community Management Services, Inc.
Maryalice Heim	Landscape Committee
Sheba Solomon	Landscape Committee
6 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 issue that needs immediate attention. Items raised included issues with the Architecture and Landscape Committees, as well as concerns regarding security and garage electricity.

ITEM II – Call to Order

Scott Smithwick called the Board of Directors meeting to order at 7:05 pm.

ITEM III – Approval of Minutes

A motion was made, seconded and carried (Scott Smithwick abstained) to approve the minutes of the August 14, 2012 Board of Directors meeting.

ITEM IV - Committee Reports

A. Landscape

1. Maryalice Heim updated the Board on the status of the tree maintenance and removal projects. Lewis Tree will begin tree trimming on October 1, 2012. Lewis Tree is still pursuing tree removal permits through the city.
2. The Board reviewed the minutes from the August 15, 2012 committee meeting.
3. The Board passed a motion, with Carl Middione and Brian Finerty abstaining, approving lawn renovations proposals from Medallion at a cost of \$12,678.30.

B. Architectural

1. The Board reviewed architectural related correspondence for the past 30 days.
2. Ken Swezey reported that out of 133 architectural violations noted within the last 12 months, 118 have been brought into compliance.

C. Parking

No report.

D. Social

No report.

E. Clubhouse/Pool

No report.

F. Website

No report.

ITEM V - Treasurer's Report – Financial Statement for period ending August 31, 2012.

- 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(\$)	110,289.85	879,695.76
*Expense(\$)	130,332.62	913,127.41
	*includes monthly contribution to Reserves	
Total Cash & Savings(\$):		2,720,206.87
**Reserve Expenditures Year to Date(\$):		133,429.70
Reserve Fund Balance(\$):	2,680,745.08	(includes \$450,500.00 in EQ fund)

B. Reserve Fund Investments

Carl Middione updated the Board on the status of the current reserve account investments.

C. Aging Report

1. The Board will go into Executive Session at the conclusion of the open Board meeting to review and discuss assessment collection issues.
2. During the Executive Session, the Board passed the following collection 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 #284-46-037, 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.

Resolved, pursuant to CA Civil Code section 1367.4 the Board for the Association authorizes and instructs Stonehenge Trustee Services to initiate foreclosure proceedings upon the lien for unpaid assessments, late charges, interest, and collection fees and costs against the property, parcel #284-46-124, if such account has not been reinstated on or before the date that the property is scheduled to be sold.

D. 2013 Budget

The Board continued to discuss the 2013 budget. The board may schedule a working session on the 2013 budget prior to the October board meeting. A 48 hour prior notice of this meeting will be posted for interested homeowners. The 2013 budget will be approved by the Board and mailed to each owner by no later than November 30, 2012.

E. Banking

The Board passed a motion to relocate the Association's operating and reserve funds to Focus Business Bank due to Comerica Bank indicating that they were going to begin imposing monthly fees to continue to handle the Association's banking accounts. Notices will be included with the October newsletter regarding the change in banks.

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. In response to a request to address noise issues around the pool areas, the Board included an article regarding noise in the September newsletter.
2. In response to a complaint about dirty tennis courts, the Board will inspect the courts and determine whether they should be washed down.

ITEM VII - Old Business

A. Security Patrol Report

1. The Board reviewed the August, 2012 security report.
2. The Board passed a motion to retain the current security patrol officers with the condition that their patrol schedule will increase by 1 hour per day, they will display a security placard on their vehicle while patrolling the community, and they will accept a reduction in the hourly compensation package.

B. Tennis Court Rules

The Board passed a motion approving the updated tennis court rules. The updated rules will be distributed to the owners in the next newsletter and added to the HOA website.

ITEM VIII - New Business

A. Newsletter

Ken Swezey reviewed the September Newsletter with the Board.

ITEM IX - Adjournment

There being no further business before the Board of Directors, the meeting was adjourned at 8:47PM. The Board went into Executive Session to discuss assessment collection issues, during which time the Board passed two resolutions regarding delinquent assessment accounts (see ITEM V.C.2.). The Board also held rules violation hearings, during which time they imposed a \$50 fine for a parking rules violation, as well as \$50 and \$100 fines for architectural guidelines violations. The next Board meeting will take place on October 9, 2012.

Approved as submitted