

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
APRIL 9, 2019**

BOARD MEMBERS

Heath Birkendahl	President
Deborah Finkel	Vice President
Brian Finerty	Treasure
Charlotte Frank	Secretary
Robert Newman	Director

OTHERS PRESENT

Bill Hubbard	Community Management Services (CMS)
Maryalice Heim	Landscape Committee
Lou Calvert	Owner
Mark Callow	Architectural Committee
Helen Conway	Owner
Haris Volos	Owner
Gregory Griffey	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 issue that needs immediate attention.

ITEM II – Call to Order

The meeting was called to order at 6:35PM.

ITEM III – Approval of Minutes

The Board approved the minutes from the March 12, 2019 Board meeting.

ITEM IV – Committee Reports

A. Landscape

1. The Board reviewed the minutes from the March 20, 2019 Landscape Committee meeting.
2. Maryalice Heim updated the Board on Landscape Committee activity.
3. The Board reviewed manager approved proposals from Medallion to repair leaking irrigation lines and replace defective irrigation valves, at a total cost of 5,933.75.

B. Architectural

1. The Board reviewed architectural related correspondence for the past 30 days.
 - a. 2005 Foxhall Loop – replacement front door approval
2. Lighting Project – The Board passed a motion approving a proposal from Century Lighting to provide 6 additional flood lights and 2 additional bollard light fixtures, at a cost of \$1,657.48. Heath Birkendahl reported that he is still working on adding additional lighting in areas that are still dark.
3. Satellite Dish Installation Guidelines - the Board reviewed comments received regarding the proposed updated guidelines.

C. Parking

No report.

D. Social

No report.

E. Clubhouse/Pool

No report.

F. Website

No report.

ITEM V – President’s Report

A. See Architectural Committee report on lighting.

ITEM VI - Treasurer’s Report – Financial Statement for period ending March 31, 2019

A. The Board of Directors received and reviewed the current reconciliations and account statements 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, the income and expense statement of the Association’s operating and reserve accounts, as well as related bank statements and other financial information for the period ending February 28, 2019 as required by CA Civil Code 5500.

	<u>Actual</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Variance B/(W)</u>
Income(\$)	142,733.35	142,733.35	135,075,658.35	
Expense(\$)*	125,443.40	125,443.40	135,075,631.60	
*includes monthly contribution to Reserves				
Total Cash & Savings(\$):		4,472,652.72		
**Reserve Expenditures Year to Date(\$):		17,881.69		
Reserve Fund Balance(\$):	4,306,834.48(includes \$538,500.00 in EQ fund)			

B. Reserve Fund Investments

Brian Finerty updated the Board on the status of its investments.

ITEM VII - Association Manager’s Report

A. Action Item List – The Board reviewed the action item list since the previous meeting.

B. Correspondence – The Board reviewed correspondence since the previous meeting.

ITEM VIII - Old Business

A. Security Patrol Report

The Board reviewed the March, 2019 security report.

B. Car washing

On hold for now.

C. Asphalt street maintenance

The Board passed a motion approving a proposal from Pacific Surfacing Inc. to patch pave approximately 60,100 square feet of asphalt, repair selected cement street swales and gutters, seal coat 181,000 square feet of asphalt, re-stripe and paint all parking areas, and re-paint the red fire lane curbs, at a total cost of \$324,823. In addition, PSI will sand blast approximately 1000 linear feet of red curbing prior to painting at a cost of \$6 per linear foot.

D. EBAY security fence

Charlotte Frank updated the Board on the general member meeting that took place in the clubhouse on April 6, 2019 to provide information on a proposed security fence in selected areas of the community. Ms Frank will contact EBAY to negotiate their financial contribution towards the project to see if the project is financially viable.

ITEM IX - New Business

A. Cement Proposal

The Board passed a motion approving a proposal from M Pineda Construction to install an ADA ramp along the walkway near 1835 Ashmeade Ct, at a cost of \$1,970.

B. Newsletter articles

None

C. Assessment Aging Report

The Board will go into Executive Session at the conclusion of the meeting to discuss the assessment aging report.

During the executive session, the Board passed a motion approving the following resolution:

Resolved, pursuant to CA Civil Code section 5705, the Board for the Association authorizes and instructs Allied Trust Services to initiate foreclosure proceedings upon the lien for unpaid assessments, late charges, interest, and collection fees and costs against the property, parcel #284-53-074, if such account has not been reinstated on or before the date that the property is scheduled to be sold.

ITEM X - Adjournment

There being no further business before the Board of Directors, the meeting was adjourned at 7:37PM. The Board then went into executive session to review the assessment aging report and hold hearings. During the 1st hearing, the Board imposed a reimbursement assessment in the amount of \$250 to cover the cost interior plumbing repairs. During the 2nd hearing, the Board imposed a reimbursement assessment of \$125 for addressing a water pressure issue. The next Board meeting will take place on May 14, 2019.

Approved as submitted

A handwritten signature in black ink, appearing to be 'X JPR', followed by a long horizontal line extending to the right.