

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETING  
MAY 14, 2019**

**BOARD MEMBERS**

Heath Birkendahl	President
Deborah Finkel	Vice President (absent)
Brian Finerty	Treasurer
Charlotte Frank	Secretary
Robert Newman	Director (absent)

**OTHERS PRESENT**

Bill Hubbard (by phone)	Community Management Services (CMS)
Maryalice Heim	Landscape Committee
Mark Callow	Architectural Committee
Haris Volos	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 April 9, 2019 Board meeting.

**ITEM IV – Committee Reports**

A. Landscape

1. The Board reviewed the minutes from the April 17, 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 \$1,201.25..
4. The Board reviewed manager approved proposals from Medallion for replacing three defective irrigation backflow valves, at a total cost of \$6,978.

B. Architectural

1. The Board reviewed architectural related correspondence for the past 30 days.
  - a. 1354 Greenwich – approval for replacement windows
  - b. 2009 Foxhall Loop – approval for replacement entry door
  - c. 1942 Huxley – approval for replacement garage door
2. Lighting Project – Heath Birkendahl updated the Board on progress of adding additional lighting in selected areas.
3. Satellite dish installation guidelines – The Board passed a motion approving updated satellite installation guidelines.

C. Parking

No report.

D. Social

No report.

E. Clubhouse/Pool

No action was taken on a proposal to remove the raised framing from under the solar panels to help eliminate squirrel damage pending investigation of other options.

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 April 30, 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 April 30, 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(\$)	143,333.97	571,713.40	540,300	31,413.40
Expense(\$)*	147,844.32	559,227.11	540,300	(18,927.11)
*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 April, 2019 security report.

B. Car washing

On hold for now.

C. Asphalt street maintenance

Management reported that the sections of red fire lane curb designated for sand blasting to remove peeling paint have been marked.

D. EBAY security fence

Charlotte Frank updated the Board on the status of the discussions with EBAY for participating in the installation of a perimeter security fence.

**ITEM IX - New Business**

A. Dumpster Corral Gates

The Board reviewed a proposal from Jay Johnson Construction for replacing the wood gates on the corrals with metal gates. Management was asked to discuss replacement of only the gate latches.

B. Consolidated Plumbing Proposal

The Board passed a motion approving a proposal from CPI to replace leaking water lines located in the cement slab of 1356 Greenwich Ct by rerouting them in the walls and ceiling, at a cost of \$10,650.

C. Newsletter articles

1. Approved Satellite installation guidelines

D. 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 Trustee Services(ATS) 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 #284-53-017, if such account has not been reinstated on or before the date that the Notice of Default expires. The Board also authorizes ATS 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.*

**ITEM X - Adjournment**

There being no further business before the Board of Directors, the meeting was adjourned at 7:24PM. The Board then went into executive session to review the assessment aging report and hold a hearing. During the hearing, the Board imposed a \$50 fine for not properly maintaining the landscaping in the restricted common area patio. The next Board meeting will take place on June 11, 2019.

Approved as submitted

