

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
AUGUST 13, 2019**

BOARD MEMBERS

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

OTHERS PRESENT

Bill Hubbard	Community Management Services (CMS)
Maryalice Heim	Landscape Committee
Sheba Solomon	Landscape Committee
Ernie Vandergrift	Resident
Lou Calvert	Owner
Gregory Griffey	Owner
Horis 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 6:36PM.

ITEM III – Approval of Minutes

The Board approved the minutes from the July 16, 2019 Board meeting.

ITEM IV – Committee Reports

A. Landscape

1. The Board reviewed the minutes from the July 17, 2019 Landscape Committee meeting.
2. Maryalice Heim and Sheba Solomon updated the Board on Landscape Committee activity.
3. The Board approved a proposal from Medallion to replace a dead tree with a pistache, at a cost of \$519.75.
4. The Board reviewed manager approved proposals for repairs to a leaking main irrigation line and replacement of an irrigation valve, at a cost of \$1,005.00 and wire trace an electrical wire for a controller, at a cost of \$500.

B. Architectural

1. The Board reviewed architectural related correspondence for the past 30 days.
 - a. 2043 Donovan Ct – approval for a new entry screen door

C. Parking

In response to a request to reduce the number of guest only parking spaces, management agreed to count the current number of parking spaces and report back to the Board.

D. Social

No report.

E. Clubhouse/Pool

No report.

F. Website

No report.

ITEM V – President’s Report

No report.

ITEM VI - Treasurer’s Report – Financial Statement for period ending July 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 July 31, 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(\$)	143,330.38	1,005,400.14	945,525	59,875.14
Expense(\$)*	144,044.30	969,159.96	945,525	(23,634.96)
*includes monthly contribution to Reserves				
Total Cash & Savings(\$):		4,617,224.34		
**Reserve Expenditures Year to Date(\$):		200,073.87		
Reserve Fund Balance(\$):		4,472,803.09	(includes \$538,500.00 in EQ fund)	

B. Reserve Fund Investments

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

C. 2020 Budget

The Board reviewed the 1st draft of the 2020 budget reflecting projected operating and reserve expenses. The final budget will be approved and mailed to each owner by the end of November, 2019.

ITEM VII - Association Manager’s Report

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

- A. Correspondence – The Board reviewed correspondence since the previous meeting.

ITEM VIII - Old Business

A. Security Patrol Report

The Board reviewed the July, 2019 security report. Management will ask security to monitor parking during events being held at the school across the complex on Leigh Ave.

B. Asphalt street maintenance

The project has commenced.

C. 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. Railing Maintenance

There was a discussion on the need for stairway wood railing maintenance. It was agreed that the possible expense for this item will be included in the budget.

B. Newsletter articles

None

C. Cement repairs

The Board approved a proposal from M Pineda Construction for repairing potential trip hazards along the cement walkways, at a cost of \$4,600.

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 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 #284-44-018, 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 7:22PM. The Board then went into executive session to review the assessment aging report. The next Board meeting will take place on September 10, 2019.

Approved as submitted

A handwritten signature in dark ink, appearing to read "Cur Tuck", is written over the "Approved as submitted" text.