

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
NOVEMBER 12, 2019**

BOARD MEMBERS

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

OTHERS PRESENT

Bill Hubbard	Community Management Services (CMS)
Sheba Solomon	Landscape 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

Deborah Finkel called the meeting to order at 6:33PM.

ITEM III – Approval of Minutes

The Board approved the minutes from the October 8, 2019 and October 28, 2019 Board meetings.

ITEM IV – Committee Reports

A. Landscape

1. The Board reviewed the minutes from the October 16, 2019 Landscape Committee meeting.
2. Sheba Solomon updated the Board on Landscape Committee activity. Lewis Trees is currently trimming trees throughout the community.
3. Marcelle Loveday discussed options for using Roundup for weed control. It was agreed that further research is necessary since alternatives for Roundup have not been proven to be as effective for weed control.
4. The Board reviewed management approved proposals from Medallion to address irrigation issues throughout the community, at a total cost of \$1,137.

B. Architectural

1. The Board reviewed architectural related correspondence for the past 30 days.
 - a. 1850 Ashmeade Ct – approval for windows and sliding doors replacement
 - b. 2092 Foxhall Loop – approval for water softener

C. Parking

No report.

D. Social

There was a discussion regarding a possible summer time event. Deborah Finkel and Charlotte Frank agreed to work on a plan.

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 October 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 October 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(\$)	142,984.34	1,433,895.95	1,350,750	83,145.95
Expense(\$)*	147,527.88	1,384,028.40	1,350,750	(33,278.40)
*includes monthly contribution to Reserves				
Total Cash & Savings(\$):		4,329,560.12		
**Reserve Expenditures Year to Date(\$):		699,724.44		
Reserve Fund Balance(\$):		4,147,230.96 (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.
1. The Board reviewed an eviction request from the association for unruly tenants.
 2. The Board reviewed a letter regarding crows. Management discussed issue with a city representative who said the crows were most likely migratory and will be gone from the area soon.
 3. The Board reviewed a request for the power washing of a section of walkway sticky from aphids. The Board agreed that the upcoming rains should solve the problem.
 4. The Board reviewed a request for installation of dog waste stations throughout the community. The Board will look into potential costs.

ITEM VIII - Old Business

A. Security Patrol Report

The Board reviewed the October, 2019 security report.

B. Lighting

Deferred until the December meeting.

C. EBAY security fence

Charlotte Frank reported that she is continuing discussion with EBAY.

ITEM IX - New Business

A. Greenwich Ct behavior

Deferred until the December meeting.

B. Vehicle Charging in Detached Garages

Management reported that the association is addressing violations of the rule that prohibits excessive use of power in detached garages.

C. Annual Meeting and Member Voting

The Board appointed Brian Finerty, Charlotte Frank, and Sheba Solomon to the Nominating Committee for the Board elections in March, 2020. An Election Inspector will be appointed prior to the mail-out of ballots.

D. Newsletter articles

1. Board elections in March, 2020

E. Assessment Aging Report

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

ITEM X - Adjournment

There being no further business before the Board of Directors, the meeting was adjourned at 7:35PM. The Board then went into executive session to review the assessment aging report and hold hearings. During the 1st hearing, the Board took no action on a reimbursement assessment in response to information provided by the owner. During the 2nd hearing, the Board imposed a \$125 reimbursement assessment to cover the cost of a plumbing service call. The owner presented a \$125 check during the hearing for the reimbursement assessment. During the 3rd hearing, the Board took no action on a rules violation fine for using the association's power in a detached garage for charging a vehicle based on the owner's assurance that they discontinued this activity upon receipt of the hearing notice. The next regularly scheduled Board meeting will take place on December 10, 2019.

Approved as submitted

