

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
APRIL 13, 2021**

BOARD MEMBERS

Heath Birkendahl	President (Absent)
Deborah Finkel	Vice President
Brian Finerty	Treasurer
Haris Volos	Secretary
Robert Newman	Assistant Secretary

OTHERS PRESENT

Bill Hubbard	Community Management Services, Inc.
Sheba Solomon	Landscape Committee

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 6:33PM.

ITEM III – Approval of Minutes

The Board passed a motion approving the minutes from March 9, 2021 Board meeting.

ITEM IV – Committee Reports

A. Landscape

1. The Board reviewed manager approved proposals from Medallion for irrigation repairs, at a total cost of \$3,687.25.
2. The Board reviewed a manager approved proposals from Lewis Tree Service to install 100 feet of root barrier along the outer edge of the Foxhall Loop pool area to help prevent root damage to the planned pavers for the pool deck.
3. The Board reviewed the committee meeting minutes dated 3-17-21.
4. The Board passed a motion approving a landscape upgrade proposal from Medallion Landscaping near 1930 Huxley Ct, at a cost of \$2,015.00 under the condition that the owner of 1930 Huxley Ct approves the planned upgrade.
5. The Board passed a motion approving a Medallion Landscaping proposal to apply 2 applications of granular merit.5G insecticide to control grubs, at a cost of \$2,638.00.
6. The Board passed a motion approving a Medallion Landscaping proposal to install additional sprinklers in various locations to improve coverage, at a cost of \$1,498.00.
7. The Board passed a motion approving a Medallion Landscaping proposal to install do some landscape enhancements near 2047 Donovan Ct and 1896 Huxley, at a cost of \$281.25,
8. The Board passed a motion approving a Medallion Landscaping proposal to repair sprinklers throughout the complex, at a cost of 45,746.75.

B. Architectural

1. The Board is reviewing and updating architectural guidelines for entry screen doors.
2. The committee approved the following applications:
 - a. 2078 Foxhall Loop – approval for replacement doors and windows
 - b. 1880 Huxley Ct – approval for patio upgrades

3. The Board passed a motion appointing Haris Volos to the committee.

C. Parking

No report.

D. Social

No report.

E. Clubhouse/Pool

The clubhouse and pool areas remain closed during the pandemic. The Board discussed reopening the pool area and clubhouse when the state and county adjust the guidelines to permit social gatherings.

F. Website

No report.

ITEM V – President’s Report

No report.

ITEM VI - Treasurer’s Report – Financial Statement for period ending March 31, 2021

- 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 March 31, 2021 as required by CA Civil Code 5500.

	<u>Actual</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Variance B/(W)</u>
Income(\$)	149,034.52	448,094.52	433,15814,936.52	
Expense(\$)*	148,618.04	395,409.45	433,15837,738.55	
*includes monthly contribution to Reserves				
Total Cash & Savings(\$):	4,679,547.06			
**Reserve Expenditures Year to Date(\$):		128,693.57		
Reserve Fund Balance(\$):	4,477,461.05	(includes \$538,500.00 in EQ fund)		

B. Reserve Fund Investments

Brian Finerty updated the Board on the status of its investments. He is investing some of the liquid reserve funds into short term CDs until the interest rates increase.

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 responded to a letter of concern from an owner regarding the replacement of the cement Foxhall Loop pool deck with pavers. The Board approved the project both as an aesthetic upgrade to the pool area, as well as to provide easier access to underground utilities and plumbing that will need repairs in the future due to aging.

ITEM VIII - Old Business

A. Security Patrol Report

The Board reviewed the March 2021 security logs. Management will place an article in the newsletter reminding residents to disengage the manual releases for the detached garages in response to a couple of recent garage break-ins.

B. Huxley Ct painting and wood repairs project

The Board passed a motion approving a proposal from Flores Painting to paint 92 units on Huxley Ct, the clubhouse, the pool arbor, and the pool fence, at a cost of \$171,016.00

ITEM IX - New Business

A. Newsletter articles

1. Break down boxes
2. Disengage manual release for detached garages
3. Trim vegetation from fences and buildings on Huxley Ct prior to painting project

ITEM X - Adjournment

There being no further business before the Board of Directors, the meeting was adjourned at 7:14PM. The Board then went into executive session to review the assessment aging report and hold a hearing. The next regularly scheduled Board meeting will take place on May 11, 2021.

A. Assessment Aging Report (in executive session)

The Board reviewed the assessment aging report. No further action was required at this time.

B. Hearings (in executive session)

The Board went into executive session to hold hearings.

1. The Board imposed a \$50 fine for installing unauthorized entry door hardware that did not adhere to the front door installation guidelines.

 5-12-2021