

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

**BOARD MEMBERS**

Heath Birkendahl	President
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
Maryalice Heim	Landscape Committee
Helen Shifrin	Owner
Amir Mourad	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**

Heath Birkendahl called the meeting to order at 6:31PM.

**ITEM III – Approval of Minutes**

The Board passed a motion approving the minutes from June 8, 2021 Board meeting.

**ITEM IV – Committee Reports**

A. Landscape

1. The Board reviewed the committee June 16, 2021 meeting minutes.
2. The Board reviewed manager approved proposals from Medallion for irrigation repairs totaling \$513.
3. The Board passed a motion approving proposals from Medallion for upgrades near Donovan Ct and Ashmeade Ct totaling \$583.

B. Architectural

1. The Board is reviewing and updating architectural guidelines for entry screen doors.
2. The committee approved the following applications:
  - a. 2068 Foxhall Loop – water filtration system approval
  - b. 2005 Foxhall Loop – air conditioning condenser approval
  - c. 1327 Greenwich Ct – lockset approval

C. Parking

Enforcement of all parking rules, some of which were suspended during the COVID19 pandemic, will commence on August 1, 2021

D. Social

No report.

E. Clubhouse/Pool

The Board modified the pool rules so that the hours of availability will be 8AM-10PM daily.

F. Website

Heath and Rick Arellanes are working on updating the website.

**ITEM V – President’s Report**

No report.

**ITEM VI - Treasurer’s Report – Financial Statement for period ending June 30, 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 June 30, 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(\$)	148,435.88	892,76.66	866,31626,450.66	
Expense(\$)*	131,463.51	847,811.48	866,31618,504.52	
*includes monthly contribution to Reserves				
Total Cash & Savings(\$):	4,682,855.62			
**Reserve Expenditures Year to Date(\$):	204,409.05			
Reserve Fund Balance(\$):	4,574,583.35	(includes \$538,500.00 in EQ fund)		

B. Reserve Fund Investments

Brian Finerty updated the Board on the status of its investments. He reported that he directed Merrill Lynch to invest a portion of the reserve fund into a 6 month CD until the interest rates improve.

**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. In response to a request for additional lighting on Greenwich Ct, the architectural committee will inspect the area and provide their recommendation during the August meeting.

**ITEM VIII - Old Business**

A. Security Patrol Report

The Board reviewed the June 2021 security logs.

B. Huxley Ct painting and wood repairs project

Jay Johnson Construction is currently doing wood repairs on Huxley Ct in preparation for the painting project scheduled to begin in July.

**ITEM IX - New Business**

A. Four Seasons Proposal

The Board passed a motion approving a proposal to replace carport roofs in 17 locations, at a total cost of \$113,184.

B. Newsletter articles

1. Updated pool rules
2. Parking
3. Foxhall Loop pool update

**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 rules violations hearings. The next regularly scheduled Board meeting will take place on August 10, 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)

1. The Board imposed a \$200 fine for repeatedly leaving boxes in the dumpster areas.
2. The Board postponed a decision on imposing a fine for a smoking nuisance pending the outcome of remediation procedures promised by the owner.
3. The Board asked management to schedule a hearing with an owner for disrupting the Board meeting.

 8/10/2021