

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
DECEMBER 14, 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
Carolyn Radcliff	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 6:39PM.

ITEM III – Approval of Minutes

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

ITEM IV – Committee Reports

A. Landscape

1. The Board reviewed the committee November 17, 2021 meeting minutes.
2. The Board reviewed and approved manager previously approved proposals from Medallion Landscaping for irrigation repairs, at a total cost of \$555.00.
3. Medallion Landscape informed the Board that the monthly service fee would be increasing to \$10,473 on January 1, 2022 due to increasing costs of operation.

B. Architectural

1. The Board is reviewing and updating architectural guidelines for entry screen doors.
2. The committee approved the following applications:
 - a. 1934 Huxley Ct – replacement windows approval
 - b. 1330 Greenwich – patio upgrades approval

C. Parking

No report.

D. Social

No report.

E. Clubhouse/Pool

No report.

F. Website

No report.

ITEM V – President’s Report

Heath Birkendahl reported that he would discuss a smoking complaint issue during executive session.

ITEM VI - Treasurer’s Report – Financial Statement for period ending November 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 November 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(\$)	145,908.05	1,628,336.56	1,588,246	40,090.56
Expense(\$)*	136,751.18	1,513,075.67	1,588,246	75,170.33
*includes monthly contribution to Reserves				
Total Cash & Savings(\$):	4,778,561.92			
**Reserve Expenditures Year to Date(\$):		529,129.13		
Reserve Fund Balance(\$):	4,532,094.07	(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. Haris Volos reviewed his request for additional signage on Huxley Ct due to delivery issues.
 2. The Board agreed to grandfather in a request from an owner for permission to plug in an electric hybrid vehicle that was purchased prior to the enactment of the detached garage electrical rules which prohibit the use of association power to charge electrical vehicles. This approval is for this specific vehicle only and will not carry over to future vehicles.

ITEM VIII - Old Business

A. Security Patrol Report

The Board reviewed the November 2021 security logs.

B. Annual member voting in March, 2022

Nomination Forms for the annual board elections are due by December 29, 2021.

ITEM IX - New Business

- A. Newsletter articles

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 regularly scheduled Board meeting will take place on January 11, 2022.

- A. Assessment Aging Report (in executive session)

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

Hans Volos 1/11/22