

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
FEBRUARY 8, 2022**

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
Lou Calvert	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 6:34PM.

ITEM III – Approval of Minutes

The Board passed a motion approving the minutes from January 11, 2022 Board meeting., with Heath Birkendahl abstaining due to his absence for the meeting.

ITEM IV – Committee Reports

A. Landscape

1. The Board reviewed the committee January 19, 2022 meeting minutes.
2. The Board reviewed and approved manager previously approved proposal from Medallion Landscaping for annual fruit suppression spraying of plum trees, at a cost \$2,890.
3. The Board passed a motion approving landscape upgrade proposals from Medallion Landscaping totaling \$39,046.50.
4. At the request of an owner, management will ask the landscapers to remove any trimming debris the same day as the trimming occurs.

B. Architcctural

1. The Board is reviewing and updating architectural guidelines for entry screen doors.
2. The committee approved the following applications:
 - a. 1835 Ashmeade Ct – request to install stove top vent denied

C. Parking

The Board approved the following amendment to the parking rules (underlined and in bold print):

3. **OPEN** parking spaces must not be occupied by the same vehicle (Resident or Guest) for more than 24 consecutive hours. No more than one vehicle from a household may be parked in “**OPEN**” parking at the

same time and any vehicle from the same residence cannot park in the same open space on consecutive days.

The amendment will be sent to owners for a 30-day review/comment period.

D. Social

No report.

E. Clubhouse/Pool

No report.

F. Website

No report.

ITEM V – President’s Report

Heath Birkendahl reported that he has not had any reports of the smoking problem recently.

ITEM VI - Treasurer’s Report – Financial Statement for period ending January 31, 2022

- 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 January 31, 2022 as required by CA Civil Code 5500.

	<u>Actual</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Variance B/(W)</u>
Income(\$)	148,284.47	148,284.47	146,3391,945.47	
Expense(\$)*	129,474.57	129,474.57	146,33916,864.43	
*includes monthly contribution to Reserves				
Total Cash & Savings(\$):	4,874,253.78			
**Reserve Expenditures Year to Date(\$):	317.19			
Reserve Fund Balance(\$):	4,707,588.93	(includes \$538,500.00 in EQ fund)		

B. Reserve Fund Investments

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

C. 2021 Financials as closed

The Board reviewed the 2021 financials as closed, with an operating fund balance of \$79,980.08 and a reserve fund balance of \$4,651,672.63.

D. Electronic Transfers

The Board passed a motion approving a resolution permitting Community Management Services to do electronic transfers from the operating and reserve accounts to pay for utilities and insurance invoices.

E. Reserve Study Proposal

The Board passed a motion approving a proposal from Barrera & Co to provide a reserve study update, at a cost of \$2,400.

F. Disclosures

The Board reviewed CA Civil Code disclosure requirements for 2022. Management reported that he has requested a proposal for inspections of the balconies and stairways per AB 326.

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.

ITEM VIII - Old Business

- A. Security Patrol Report

The Board reviewed the January, 2022 security logs. The Board passed a motion approving a \$2.00 increase in the hourly security patrol compensation.

- B. Annual member voting in March, 2022

The Annual Meeting of the Members will take place on March 8, 2022.

ITEM IX - New Business

- A. Ashmeade Ct Fire

Management reported that the fire and water damage was contained with 1828 Ashmeade Ct and a claim was filed with Farmers Insurance.

- B. Mercury Insurance Claim

The Board denied a request from Mercury Insurance to be reimbursed \$10,060.57 for damage caused to their insured's vehicle by a tree that fell during a storm due to negligence on the part of the association. Since the association spends approximately \$45,000 per year on tree inspections and maintenance, the Board agreed that there was no negligence on the part of the association.

- C. Jay Johnson Construction Proposal

The Board passed a motion approving a proposal to install wooden bumpers in trash corral #13 to help prevent further damage to the interior stucco walls by the trash and recycling bins, at a cost of \$750.

- D. Newsletter articles

- 1. Proposed amendment to the parking rules

ITEM X - Adjournment

There being no further business before the Board of Directors, the meeting was adjourned at 7:15PM. The Board then went into executive session to review the assessment aging report. The next regularly scheduled Board meeting will take place on March 8, 2022.

- A. Assessment Aging Report (in executive session)

The Board reviewed the assessment aging report. The Board requested that hearing notices be sent to 2 owners in arrears for possible suspension of association privileges.

X Hans Veloz 3/8/21