

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETING  
SEPTEMBER 13, 2022**

**BOARD MEMBERS**

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

**OTHERS PRESENT**

Bill Hubbard	Community Management Services, Inc.
Sheba Solomon	Landscape Committee
Maryalice Heim	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 6:31PM.

**ITEM III – Approval of Minutes**

The Board passed a motion approving the minutes from August 9, 2022 Board meeting.

**ITEM IV – Committee Reports**

A. Landscape

1. There was no committee meeting in August.
2. The Board reviewed and approved manager previously approved proposals from Medallion Landscaping for irrigation related repairs totaling \$4,055.75
3. The Board passed a motion approving proposals from Medallion Landscaping to plant 3 replacement trees, at a cost of \$1,691.50.
4. The Board passed a motion approving a tree maintenance proposal from Lewis Trees, at a cost of \$47,945.00 and a tree removal proposal totaling 2,975.00.

B. Architectural

No report.

No report.

C. Parking

No report.

D. Social

Haris Volos offered to work on a community social event tentatively scheduled for December 3. Maryalice Heim also offered to help. The Board passed a motion allocating up to \$400 towards the event.

E. Clubhouse/Pool

Both pools will close on October 31.

F. Website

No report.

**ITEM V – President’s Report**

No report.

**ITEM VI - Treasurer’s Report – Financial Statement for period ending August 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 August 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(\$)	151,353.77	1,187,854.06	1,170,712	17,142.06
Expense(\$)*	154,201.91	1,177,209.78	1,170,712	(6,497.78)
*includes monthly contribution to Reserves				
Total Cash & Savings(\$):	4,813,974.84			
**Reserve Expenditures Year to Date(\$):		444,673.78		
Reserve Fund Balance(\$):	4,659,591.26			

B. Reserve Fund Investments

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

C. 2023 budget

Management is working on a 2<sup>nd</sup> draft of the 2023 budget.

**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 August, 2022 security logs.

B. AB326 inspections

Management reported that CMA will present an inspection report on October 11, 2022. There were a total of 6 balconies that required additional shoring, at a total cost of \$5,400.

C. Foxhall Loop and Donovan Ct painting

The painting project should be completed within the next 30 days.

D. Asphalt repairs proposal

The Board passed a motion approving a proposal from Pacific Surfacing Inc to make repairs to an asphalt and planter area on Foxhall Loop damaged by tree roots, at a cost of \$8,500.

**ITEM IX - New Business**

A. Cement walkway repairs

The Board passed a motion approving a proposal from M Pineda Construction for repairing potential trip hazards throughout the community, at a total cost of \$43,108.

B. Termite Report

The Board passed a motion, with Haris Volos abstaining, to reject a proposal from Coastal Termite and Pest Control to tent a building containing 8 condos for drywood termites, at a cost of \$9,800. It was agreed that Coastal and Jay Johnson can work together to try to isolate the location of the infestation for local treatment rather than force the residents of the 8 condos to vacate their premises for the tenting treatment.

C. Newsletter articles

1. Save the date for Dec 3 event

**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 and a hold hearing. The next regularly scheduled Board meeting will take place on October 11 2022.

A. Assessment Aging Report (in executive session)

There are currently no accounts in collections.

B. Hearings

During a reimbursement assessment hearing, the Board imposed a \$250 assessment for reimbursement of a maintenance invoice.

