

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
NOVEMBER 7, 2022**

BOARD MEMBERS

Heath Birkendahl	President
Deborah Finkel	Vice President
Brian Finerty	Treasurer (by phone through ITEM VI)
Haris Volos	Secretary
Robert Newman	Director

OTHERS PRESENT

Bill Hubbard	Community Management Services, Inc.
Maryalice Heim	Landscape Committee
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 6:37PM.

ITEM III – Approval of Minutes

The Board passed a motion approving the minutes from October 11, 2022 Board meeting.

ITEM IV – Committee Reports

A. Landscape

1. The Board reviewed the minutes from the October committee meeting.

B. Architectural

1. 1338 Greenwich Ct – approval for security camera
2. 2007 Foxhall Loop – approval for replacement garage door
3. Signs guidelines – to be sent to owners for 30 day review period
4. Security camera guidelines – being reviewed by the committee

C. Parking

No report.

D. Social

Maryalice Heim updated the Board on the December 3, 2022 community social event.

E. Clubhouse/Pool

No report.

F. Website

No report.

ITEM V – President’s Report

Heath Birkendahl updated the Board on association issues, including landscaping, asphalt repairs, and painting.

ITEM VI - Treasurer’s Report – Financial Statement for period ending October 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 October 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(\$)	151,503.21	1,489,744.01	1,463,390	26,354.01
Expense(\$)*	141,900.71	1,457,834.33	1,463,390	5,555.67

*includes monthly contribution to Reserves

Total Cash & Savings(\$): 4,685,765.20

**Reserve Expenditures Year to Date(\$): 727,994.10

Reserve Fund Balance(\$): 4,494,331.64

- B. Reserve Fund Investments

Brian Finerty updated the Board on 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.

ITEM VIII - Old Business

- A. Security Patrol Report

The Board reviewed the October, 2022 security log.

- B. AB326 inspections

1. The CMA provided information regarding the inspections of the balconies and stairways and will provide proposals for additional inspections and further destructive testing.
2. The Board passed a motion approving a proposal from Jay Johnson Construction for repairs to balcony scuppers and drain pipes at 13 locations, at a cost of \$7,337.

- C. Foxhall Loop and Donovan Ct painting

The painting project should be completed by mid November.

- D. Rules Enforcement Procedures

The REP are going through a 30-day member review/comment period.

ITEM IX - New Business

A. Storm Drains

The Board passed a motion to have Consolidated Plumbing inspect the storm drains on Huxley Ct, Ashmeade Ct, and Greenwich Ct to make sure they are flowing properly. Foxhall Loop and Donovan Ct have already been inspected and addressed.

B. Newsletter articles

1. Dec 3 event
2. Updated signs guidelines
3. Balconies and patios

ITEM X - Adjournment

There being no further business before the Board of Directors, the meeting was adjourned at 7:41PM. 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 Tuesday, December 13, 2022.

A. Assessment Aging Report (in executive session)

There are currently no accounts in collections.

B. Hearings

1. Based on information provided by an owner, the Board agreed to remove a \$50 fine.
2. The Board imposed fines of \$50 and \$100 for not properly maintaining the landscaping in a restricted common area patio.
3. The Board imposed a \$50 fine for repeatedly not breaking down boxes prior to discarding into the recycling bin.

Haris Volos 11/9/23