

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
FEBRUARY 13, 2023**

BOARD MEMBERS

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

OTHERS PRESENT

Bill Hubbard	Community Management Services, Inc.
Sheba Solomon	Landscape Committee
Marcus Carroll	Owner
Don Heinsen	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 6:42PM.

ITEM III – Approval of Minutes

The Board passed a motion approving the minutes from January 9, 2023 Board meeting.

ITEM IV – Committee Reports

A. Landscape

1. The Board passed a motion approving a proposal from Medallion Landscaping for planting 4 trees required by tree removal permits, at a cost of \$2,592.50.
2. The Board passed a motion approving Medallion Landscaping irrigation upgrade proposals, at a cost of \$468..
3. The Board reviewed and approved a manager approved irrigation repairs proposals totalling \$14,687.50.

B. Architectural

1. 1895 Huxley Ct – approval for replacement windows
2. 1327 Greenwich Ct – approval for water filtration system
3. 1854 Ashmeade Ct - approval for security camera
4. Security camera guidelines

C. Parking

No report.

D. Social

No report.

E. Clubhouse/Pool

The main pool will open on April 1 and the Foxhall Loop pool will open May 1.

F. Website

No report.

ITEM V – President’s Report

Heath Birkendahl updated the Board on association issues tentative plans for addressing AB326 balcony and stairway issues, as well as thoughts on the installation of cement to replace sections of turf.

ITEM VI - Treasurer’s Report – Financial Statement for period ending January 31, 2023

- 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, 2023 as required by CA Civil Code 5500.

	<u>Actual</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Variance B/(W)</u>
Income(\$)	169,946.93	169,946.93	161,643	8,303.93
Expense(\$)*	163,331.79	163,331.79	161,643	(1688.79)
*includes monthly contribution to Reserves				
Total Cash & Savings(\$):	4,526,062.04			
**Reserve Expenditures Year to Date(\$):		53,295.44		
Reserve Fund Balance(\$):	4,550,717.86			

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 November and January 2023 security logs.

B. AB326 inspections

The Board is waiting for a proposal from Jay Johnson Construction for balcony and stairway exploratory work.

C. Annual Meeting

The annual meeting of the members and Board elections will take place on March 14, 2023.

D. AT&T Project

Haris Volos reported that he has an appointment with an AT&T rep to discuss installation plans for the proposed fiber optic lines.

ITEM IX - New Business

A. Greenwich Ct tennis court

The Board passed a motion to approve the Saviano Co proposal to resurface the Greenwich Ct tennis court, at a cost of \$10,000.

B. Newsletter articles

1. Annual meeting

ITEM X - Adjournment

There being no further business before the Board of Directors, the meeting was adjourned at 7:52PM. 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, March 14, 2023.

A. Assessment Aging Report (in executive session)

There are currently no accounts in collections.

B. Hearings

1. The Board imposed a \$7,413.75 reimbursement assessment to cover the cost of repairs following a plumbing leak.

Haris Volos 3/14/23