

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
APRIL 11, 2023**

BOARD MEMBERS

Heath Birkendahl	President
Deborah Finkel	Vice President
Brian Finerty	Treasurer (Arrived prior to ITEM VII)
Haris Volos	Secretary (Absent)
Robert Newman	Director

OTHERS PRESENT

Bill Hubbard	Community Management Services, Inc.
Sheba Solomon	Landscape Committee
Maryalice Heim	Landscape Committee
Helen Shifrin	Owner
Sara Shapero	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 7:50PM.

ITEM III – Approval of Minutes

The Board passed a motion approving the minutes from March 14, 2023 Board meeting.

ITEM IV – Committee Reports

A. Landscape

1. The Board passed a motion approving landscape upgrades proposals from Medallion totaling \$4,710.
2. The Board reviewed the minutes from the Mar 15, 2023 committee meeting.
3. The Board reviewed and approved manager approved irrigation repairs and annual tree spraying proposals totaling \$8,122.
4. The Board reviewed Landscape Committee approved upgrade proposals within their allotted annual budget totaling \$53,171.62.

B. Architectural

1. 1939 Huxley Ct - approval for entry lighting fixtures
2. 1816 Ashmeade Ct – approval for replacement windows
3. 1959 Foxhall Loop – electrical upgrade for EV charger was denied
4. 1835 Ashmeade Ct - security cameras pending approval of updated guidelines
5. 1937 Huxley Ct - security cameras pending approval of updated guidelines
6. Security camera guidelines – the Board passed a motion approving a 1st draft of security camera installation guidelines, which will be sent to owners for a 30-day review/comment period prior to official approval.

C. Parking

No report.

D. Social

Maryalice Heim offered to plan a summer social to take place out on the common area lawn adjacent to the clubhouse. The Board agreed to have her proceed.

E. Clubhouse/Pool

F. Website

ITEM V – President's Report

Heath Birkendahl updated the Board on association issues tentative plans for addressing AB326 balcony and stairway issues.

ITEM VI - Treasurer's Report – Financial Statement for period ending March 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 March 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(\$)	171,903.40	516,172.97	484,929	31,243.97
Expense(\$)*	159,023.72	463,396.51	484,929	21,532.49

*includes monthly contribution to Reserves

Total Cash & Savings(\$): 4,765,953.22

**Reserve Expenditures Year to Date(\$): 96,261.38

Reserve Fund Balance(\$): 4,654,486.61

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 March 2023 security logs.

B. AB326 inspections

The Board passed a motion approving a proposal from Jay Johnson Construction to begin exploratory inspections and repairs on 6 balconies called out for possible safety repairs in the CMA AB326 report. The Board approved a not to exceed \$100,000 for this phase of repairs.

C. AT&T upgrades

No update at this time.

ITEM IX - New Business

A. Newsletter articles

1. AB326 repairs update

ITEM X - Adjournment

There being no further business before the Board of Directors, the meeting was adjourned at 7:55PM. The Board then went into executive session to review the assessment aging report. The next regularly scheduled Board meeting will take place on Tuesday, May 23, 2023.

A. Assessment Aging Report (in executive session)

There is one account currently in collections. The Board passed the following resolution:

Resolved, pursuant to CA Civil Code section 5705, the Board for the Association authorizes and instructs Allied Trustee Services(ATS) to file a lien and foreclose upon the lien, if necessary, for the full amount of unpaid assessments, late charges, interest, and collection fees and costs against the property, parcel #284-45-018, if such account has not been reinstated on or before the date that the Notice of Default expires. The Board also authorizes ATS to cause the property to be sold if such account has not been reinstated on or before the date that the property is scheduled to be sold.

S/23/23
Harris Volos