

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
JULY 11, 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
Lou Calvert	Owner
Joyce Dunlavy	Owner
Sara Shapero	Owner
Leilani Bennett	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 6:40PM.

ITEM III – Approval of Minutes

The Board passed a motion approving the minutes from June 13, 2023 Board meeting.

ITEM IV – Committee Reports

A. Landscape

1. The Board passed a motion approving landscape upgrades proposals from Medallion totaling \$1,107.25.
2. The Board reviewed the minutes from the June 21, 2023 committee meeting.
3. The Board reviewed and approved manager previously-approved irrigation repairs proposals totaling \$1,076.

B. Architectural

1. 1835 Ashmeade Ct - security cameras pending
2. 1937 Huxley Ct - security cameras pending
3. 1942 Huxley Ct -air conditioning condenser approval
4. 1942 Huxley Ct -replacement front door approval
5. 1828 Ashmeade Ct – replacement garage door approval
6. 1929 Huxley Ct – water filtration system approval
7. 1326 Greenwich Ct - air conditioning condenser approval
8. 1937 Huxley Ct – screen door approval
9. Security cameras guidelines – the Board approved a draft of security cameras installation guidelines, which will be sent out to the members for a 30-day review/comment period.

C. Parking

D. Social

E. Clubhouse/Pool

The Board approved an adjustment to the Genie Pool monthly service agreement to \$1,150.

F. Website

ITEM V – President’s Report

Heath Birkendahl updated the Board on the progress of the balcony inspections being performed by Jay Johnson Construction in determining the scope of work needed to address SB326 construction issues.

ITEM VI - Treasurer’s Report – Financial Statement for period ending June 30, 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 June 30, 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(\$)	181,315.62	1,036,770.76	969,858	66,912.76
Expense(\$)*	200,910.30	1,013,594.79	969,858	(43,736.79)

*includes monthly contribution to Reserves

Total Cash & Savings(\$): 4,907,124.53

**Reserve Expenditures Year to Date(\$): 185,026.48

Reserve Fund Balance(\$): 4,803,362.34

- 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 selected correspondence since the previous meeting.
1. The Board reviewed a request for repairs to a window damaged by sprinklers in the common areas. The Board will inspect the window and determine the appropriate response during the next meeting.

ITEM VIII - Old Business

- A. Security Patrol Report

The Board reviewed the June, 2023 security logs.

- B. SB326 inspections

Jay Johnson Construction has begun exploratory inspections and repairs on selected balconies and entry stairs.

- C. AT&T upgrades

No update.

D. Greenwich Ct asphalt and carwash repairs

The Board passed a motion approving a proposal from Pacific Surfacing to repair asphalt around a storm drain on Greenwich Ct, as well as a section of asphalt at the Greenwich Ct carwash area, at a cost of \$10,500.

ITEM IX - New Business

A. Cement walkway repairs

The Board passed a motion approving a proposal from M Pineda Construction to repair potential trip hazards along cement walkways throughout the complex, at a cost of \$6,840.

B. Newsletter articles

ITEM X - Adjournment

There being no further business before the Board of Directors, the meeting was adjourned at 7:40PM. The Board then went into executive session to review the assessment aging report and hold a hearing. The next regularly scheduled Board meeting will take place on Tuesday, August 8, 2023.

A. Assessment Aging Report (in executive session)

1. There are currently no accounts in collections.

B. Hearings

The Board imposed a \$1048.49 reimbursement assessment to cover the paid invoice for addressing a leaking which was determined to be a leaking tub spout.

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8/8/23