

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
October 10, 2023**

BOARD MEMBERS

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

OTHERS PRESENT

Tammy Dominguez	Community Management Services, Inc.
Sheba Solomon	Landscape Committee
Mary Alice Heim	Landscape Committee
Debra Smith	Owner
Helen Shifrin	Owner
Yilda & Leo Alvarado	Owner
Bradley Nering	Owner
Kellie Williamson	Owner
Bob Voisinet	Owner
Eva Heldt	Owner
Laura Hunter	Owner
Cindy Li	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 7:00PM.

ITEM III – Approval of Minutes

The Board passed a motion approving the minutes from September 12, 2023 Board meeting.

ITEM IV – Committee Reports

A. Landscape

1. Landscaper is working on trimming foliage away from the lights.
2. Heath Birkendahl made a motion to approve Lewis Tree Services to removed dead Pear tree in the amount of \$725. Debra Finkel seconded the motion and passed unanimously.

B. Architectural

1. 2071 Foxhall Loop – front door lock/camera request - approved
2. 2066 Foxhall Loop- Window Replacement request - approved
3. 1835 Ashmeade Ct - Security cameras pending – resubmit to meet with current guidelines
4. 1937 Huxley Ct - security cameras pending - resubmit to meet with current guidelines

C. Parking

D. Social

1. Heath Birkendahl made a motion to approve NTE \$575 for Christmas Party. Debra Finkel seconded the motion and passed unanimously.

E. Clubhouse/Pool

1. Heath Birkendahl made a motion to approve Genie Pool proposal to fix light in pool in the amount of \$1,225. Debra Finkel seconded the motion and passed unanimously.

F. Website

1. The website was updated with garage security suggestions.

ITEM V – President’s Report

Heath Birkendahl updated the Board on the progress of the balcony inspections being performed by Jay Johnson Construction and the plans have been approved and permits are in process and taking longer to get.

ITEM VI - Treasurer’s Report – Financial Statement for period ending September 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 August 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(\$)	\$177,309.70	\$1,574,919.89	\$1,454,787	\$120,132.89
Expense(\$)*	\$178,086.35	\$1,533,440.88	\$1,454,787	(\$96,653.88)
*includes monthly contribution to Reserves				
Total Cash & Savings(\$):	\$4,992,951.37			
**Reserve Expenditures Year to Date(\$):	\$309,953.72			
Reserve Fund Balance(\$):	\$ 4,868,993.21			

- B. Reserve Fund Investments

Brian Finerty updated the Board on investments.

- C. **2024 budget** –Brian Finerty made a motion to approve the 2024 Budget as submitted. Heath Birkendahl seconded the motion and passed unanimously.

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. Board reviewed Tony Sanchez request to waive late fees and agreed to waive.

ITEM VIII - Old Business

- A. **Security Patrol Report** - The board asked to have their business signs on their car during the day 8am-5pm.
- The Board reviewed the August 2023 security logs.
- B. SB326 inspections

Drawings have been approved and work is in progress.

ITEM IX - New Business

- A. **Fence Proposal** – Heath Birkendahl made a motion to approve the Fence proposal for 1346 GW in the amount of \$1,450. Deborah Finkel seconded the motion and passed unanimously.
- B. **Newsletter articles** – Backup Battery garage
Budget Mailing
- C. **Agenda** – Christmas Party

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 and hold a hearing. The next regularly scheduled Board meeting will take place on Tuesday, November 14, 2023.

- A. Assessment Aging Report (in executive session)
 - 1. Discussed collections.
- B. Hearings