

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETING  
December 12, 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
Lou Calvert	Owner
Eva Heldt	Owner
Silvia Solomon	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 6:49PM.

**ITEM III – Approval of Minutes**

A motion was made by Deborah Finkel to approve the minutes of the Board of Director Meeting dated November 14, 2023, as submitted. Brian Finerty seconded the motion and the motion passed.

**ITEM IV – Committee Reports**

A. Landscape

1. A motion was made by Heath Birkendahl to approve the following Medallion Landscape bids. Deborah Finkel seconded the motion and the motion passed.

Landscape Enhancement – Left of the Greenwich tennis court - \$1,693.50

Landscape Enhancement – Left and Right of Foxhall Mailbox - \$816

Landscape Enhancement – Across from 1830 Ashmeade in the lawn - \$278.56

Landscape Enhancement – 1308 Greenwich right side by utility closet - \$156.75

Landscape Enhancement – Across from 1356 Greenwich on side of dumpster 4 - \$372

Landscape Enhancement – 1308 Greenwich right side of Garage - \$238.50

B. Architectural

1. 1835 Ashmeade Ct - security cameras pending- send another violation letter 30 days

2. 2047 Donovan Ct. – patio – approved

3. 2070 Foxhall Loop – Camera Violation - Pending

C. Parking – Homeowner said her guest car was towed that was parked in a reserved spot and was requesting reimbursement. Board denied request. The homeowner reported that the striping and numbers were hard to read and what could be done. The board reported that asphalt and striping is scheduled for 2024. Management is to check if security had car towed.

D. Social – Christmas Party

- E. 1. Christmas party was a success and to put in newsletter  
Clubhouse/Pool  
1.
- F. Website  
1.

#### **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 November 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 November 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(\$)	\$179,489.55	\$1,934,252.78	\$1,778,073	\$156,179.78
Expense(\$)*	\$176,830.02	\$1,913,357.16	\$1,778,073	(\$135,284.16)
*includes monthly contribution to Reserves				
Total Cash & Savings(\$):				
**Reserve Expenditures Year to Date(\$):\$346,252.94				
Reserve Fund Balance(\$): \$4,979,485				

Management is to check with accounting to see why Genie Pool check was voided.

- 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. 1815 Ashmeade Sheetrock proposal/termite – Board discussed, and Management is to get a second opinion and get a price to fumigate.
  - 2. 1821 Ashmeade dog complaint – Board discussed and said to send 1 violation notice in 30 days.

#### **ITEM VIII - Old Business**

- A. **Security Patrol Report** - The Board reviewed the September 2023 security logs.
- B. **SB326 inspections**

A motion was made by Heath Birkendahl to approve an additional cost of \$66,000 for project 1 to JMJ construction. Haris Volos seconded the motion and the motion passed.

A motion was made by Heath Birkendahl to approve \$129,000 for project 2 to JMJ construction. Deborah Finkel seconded the motion and the motion passed.

**ITEM IX - New Business**

- A. **Newsletter articles** – water usage notice  
Christmas Party
- B. **Agenda** –

**ITEM X - Adjournment**

There being no further business before the Board of Directors, the meeting was adjourned at 8:11PM. 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, January 9, 2023.

- A. Assessment Aging Report (in executive session) **No executive session**
- B. Hearings

**Board Approved Meeting Minutes : February 13, 2024**