

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
Marh 12, 2024**

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
Amr Mourad	Homeowner
Neil & Bonnie McAskill	Homerowner
Leilani Bennett	Homeowner
Wyatt Austin	Homeowner
Mary Fisher	Homeowner
Lou Calvert	Homeowner

ITEM I – Open Forum 6:31PM.

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 6:45PM.

ITEM III – Approval of Minutes

A motion was made by Heath Birkendahl to approve the minutes of the Board of Director Meeting dated February 13, 2024, as submitted. Deborah Finkel 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 tree replacement in the amount of \$2,793.00. Brian Finerty seconded the motion and the motion passed.
- B. Architectural
1. 1835 Ashmeade Ct - send hearing fine notice
 2. 1917 Huxley Ct – Camera –
- C. Parking – parking has been getting better
- D. Social –
1. Sheba will write something up about the summer picnic to go in the newsletter.
- E. Clubhouse/Pool
1. Management to check to see if the janitor can put out the pool furniture.
- F. Website
1. Annual website renewal is March 24th, manager Tammy Dominguez will be reimbursed \$296.65.

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.

Heath also met with the asphalt vendor and the asphalt is in better condition than expected. He is hoping to have proposals for next month’s meeting.

Heath will send management the light spreadsheet to go over with JMJ Construction.

ITEM VI - Treasurer’s Report – Financial Statement for period ending February 29, 2024

- 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 February 29, 2024 as required by CA Civil Code 5500.

Financial Statement – February 29, 2024 (unaudited)				Pages 13-21
	<u>Actual</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Variance B/(W)</u>
Income(\$)	\$189,786.97	\$382,131.40	\$342,506	\$39,625.40
Expense(\$)*	\$193,824.69	\$359,426.76	\$342,506	(\$16,920.76)
*includes monthly contribution to Reserves				
Total Cash & Savings(\$): \$5,303,146.84				
**Reserve Expenditures Year to Date(\$):\$40,665.17				
Reserve Fund Balance(\$): \$4,57,359.19				

- B. Reserve Fund Investments

Brian Finerty updated the Board on investments.

Haris Volos and Heath Birkendahl asked not to get a hard copy of the financial statements.

- C. Water usage – Mary fisher will be monitoring and tracking water usage.

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. Violation letters sent out

ITEM VIII - Old Business

- A. **Security Patrol Report** - The Board reviewed the February 2024 security logs.
- B. **Termite Reports** – Coastal Termite submitted termite repairs.

Heath Birkendahl made a motion to approve Coastal termite repairs for unit 2069 Foxhall Loop in the amount of \$920.00. Haris Volos seconded the motion and unanimously passed.

- C. **SB326 inspections** – Discussed under President report

ITEM IX - New Business

- A. **Insurance Renewal** – Brian Finerty made a motion to approve earthquake renewal in the amount of \$50,798 and to approve premium renewal NTE \$225,000. Haris Volos seconded the motion and unanimously passed.

Board agreed to do a BOR change to let James O’Conner see if he can get a better insurance quote for Accelerant.

- B. **Newsletter articles** –

- C. **Agenda** –

ITEM X - Adjournment

There being no further business before the Board of Directors, the meeting was adjourned at 7:34PM. 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, April 9, 2024.

- A. Assessment Aging Report (in executive session)

- B. Hearings

Board Approved Meeting Minutes : April 9, 2024