

1600 HAMILTON PLACE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
April 9, 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
Olga DeTorres	Homeowner
Kelsey & Wyatt Austin	Homeowner
Sara Shapero	Homeowner
Derek Ikegami & Cynthia Sunida	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 6:31PM.

ITEM III – Approval of Minutes

A motion was made by Heath Birkendahl to approve the minutes of the Board of Director Meeting dated March 12, 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 for aphid treatment in the amount of \$ \$3,670. Haris Volos seconded the motion and the motion passed.

A motion was made by Heath Birkendahl to approve the following Medallion Landscape fruit spraying in the amount of \$ \$3,500. Haris Volos seconded the motion and the motion passed.

B. Architectural

1. 1349 Greenwich Garage – Approved
2. 1353 Greenwich Garage - Approved
3. 2073 Foxhall Camera - Approved
4. 1854 Ashmead EV Charger – Denied

C. Homeowner request – Homeowner brought up concerns with the dangerous sprays being used on the landscaping. Landscape committee will share concerns and email with landscaper supervisor.

Parking – parking has been getting better

D. Social –

1. Sheba will write something up about the summer picnic scheduled for July 27th to go in the newsletter.

E. Clubhouse/Pool

1. **Spa** - A motion was made by Heath Birkendahl to approve Genie Pool Spa proposal to replace spa filter pump in the amount of \$2,199.38. Deborah Finkel seconded the motion and the motion passed.

Board requested that vendor send picture of broken spa pump.

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 and the plans have been approved and permits are in process and taking longer to get.

JMJ Construction is to begin the 2nd phase and to start DT testing on the next set of balconies.

Asphalt - A motion was made by Heath Birkendahl to approve PS Asphalt to reseal and stripe in the amount of \$126,624. Haris Volos seconded the motion and the motion passed.

Management is to get the soonest dates to start work.

ITEM VI - Treasurer’s Report – Financial Statement for period ending March 31, 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 – March 31, 2024 (unaudited)

	<u>Actual</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Variance B/(W)</u>
Income(\$)	\$189,253.57	\$571,384.97	\$513,759	\$57,625.97
Expense(\$)*	\$200,088.04	\$559,514.80	\$513,759	(\$45,755.80)

*includes monthly contribution to Reserves

Total Cash & Savings(\$): \$5,207,924.60

**Reserve Expenditures Year to Date(\$):\$171,122.50

Reserve Fund Balance(\$): \$5,097,201.36

- B. Board reviewed the 2023 Financial Statement Review and had no changes.

- C. Reserve Fund Investments

Brian Finerty updated the Board on investments.

- D. **Insurance** –The annual 2024 budgeted for all insurance (including earthquake) is \$200,000

Total cost of the insurance premium renewal is \$309,035.43, making the HOA \$109,035.43 over budget.

The Board can approve a one-time special assessment of no more than 5% of the total annual 2024 budget without a vote of all the homeowners.

A motion was made by Heath Birkendahl to approve a one-time special assessment of \$102,751.80 to be assessed to units ranging from \$266.71-\$455.73. Homeowners can pay in one lump sum or in two installments and have 90 days to pay. Haris Volos seconded the motion and the motion passed.

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 March 2024 security logs.
- B. **Termite Reports** – A motion was made by Heath Birkendahl to approve Franz Termite in the amount of \$2,315. Deborah Finkel seconded the motion and the motion passed.
- C. **SB326 inspections** – Discussed under President report

ITEM IX - New Business

- A. **Insurance Renewal** – The board approved the insurance renewal in the amount of \$309,035.43 for hazard premium and earthquake insurance.
- B. **ComCast** – Board reviewed comcast renewal and declined.
- C. **Newsletter articles** – water keep costs down
Summer social
- D. **Agenda** –

ITEM X - Adjournment

There being no further business before the Board of Directors, the meeting was adjourned at 7:45PM. 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, May 14, 2024.

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

Board Approved Meeting Minutes : May 14, 2024