

1600 HAMILTON PLACE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
September 10, 2024

BOARD MEMBERS

Heath Birkendahl	President	Absent
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
MaryAlice Heim	Landscape Committee
Olga DeTorres	Homeowner
Mary Fischer	Homeowner
Amr Mourad	Homeowner

ITEM I – Open Forum 6:30PM.

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 6:30PM.

ITEM III – Approval of Minutes

A motion was made by Deborah Finkel to approve the minutes of the Board of Director Meeting dated August 13, 2024, as submitted Haris Volos seconded the motion and the motion passed.

ITEM IV – Committee Reports

A. Landscape –

1. **Committee meeting minutes** - reviewed
2. **Patio Guidelines and Maintenance** – Landscape Committee made changes to rules per homeowners recommendations. Committee will review current polices and ensure all is included in new rules.
3. **Proposals** – A motion was made by Brian Finerty to approve Medallion Landscape proposal in the amount \$2,008.75. Haris Volos seconded the motion and the motion passed.

A motion was made by Deborah Finkel to approve Medallion Landscape proposal in the amount \$128.00. Haris Volos seconded the motion and the motion passed.

4. **Tree Proposals**- A motion was made by Haris Volos to approve Lewis Tree proposal in the amount \$87,985.00 for first and second priority. Deborah Finkel seconded the motion and the motion passed.

Tree bill is to be paid out of reserves and then use the excess for landscape operating that was not used.

A motion was made by Deborah Finkel to approve Lewis Tree proposal in the amount \$4,450 for tree removals. Haris Volos seconded the motion and the motion passed.

To be paid out of Reserve Tree replacement.

5. Manager approved proposals - reviewed

- B. Architectural
 - 1. 1950 Huxley – camera - approved
 - 2. 1873 Huxley – screen door - approved
- C. Parking – Security will tag cars and put parking rules on cars.
- D. Social – Summer social was a success, next event is Christmas potluck.
- E. Clubhouse/Pool
 - 1.
- F. Website

ITEM V – President’s Report

Management 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.

Asphalt – Check list will be finalized at the end of October.

ITEM VI - Treasurer’s Report – June, July & August Financial Statement -

- 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 as required by CA Civil Code 5500.

Financial Statement –June, 2024, July 2024 & August 2024 (unaudited)

	<u>Actual</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Variance B/(W)</u>
Income(\$)	\$190,635.21	\$1,631,048.00	\$1,370,024.00	\$261,024.00
Expense(\$)*	\$194,546.94	\$1,535,019.14	\$1,370,024.00	(\$164,995.14)

*includes monthly contribution to Reserves

Total Cash & Savings(\$): \$5,404,209.16

**Reserve Expenditures Year to Date(\$):\$233,861.88

Reserve Fund Balance(\$): \$5,279,718.90

- B. Reserve Fund Investments

Management to check on Comcast check and to see where the earthquake insurance credit was applied.

ITEM VII - Association Manager’s Report

- A. **Management update**– Management updated board on HOA Items
- B. Correspondence –
 - Unit 1961** – Homeowner requested to see if the boy scout troops can collect food for a food drive.
 - Homeowner Request** – Homeowner asked if gas heaters or gas pits are allowed. Board said to follow the city ordinances and insurance.
- C. Violation letters sent out

ITEM VIII - Old Business

- A. **Security Patrol Report** - The Board reviewed the June 2024 security logs.
- B. **SB326 inspections** – A motion was made by Deborah Finkel to approve letter of intent for Jackson Leavenworth designs (JLD). Haris Volos seconded the motion and the motion passed.
- C. **AT&T Contract** – A motion was made by Haris Volos to approve AT&T contract contingent after the entire boards reviews the attorneys and AT&T changes. If there is no concern the contract is approved. Deborah Finkel seconded the motion and the motion passed.

ITEM IX - New Business

- A. **Financial Review/Audit**- A motion was made by Brian Finerty to approve CPA audit if not done in the last 3 years, if done then a financial review is approved. Deborah Finkel seconded the motion and the motion passed.
- B. **Concrete proposal**- management is waiting on another proposal
- C. **Parking striping**- management is waiting on proposal
- D. **Maintenance – none**
- E. **Newsletter articles** – Food drive – boy scouts
CINC (Check your bill)
Holiday Decorations
- F. **Agenda** – Budget
Concrete
Striping

ITEM X - Adjournment

There being no further business before the Board of Directors, the meeting was adjourned at 8:02PM. 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, October 8, 2024.

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

Board Approved Meeting Minutes : October 8, 2024