

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
October 8, 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
MaryAlice Heim	Landscape Committee
Amr Mourad	Homeowner
AT&T	Representative

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 6:05PM.

ITEM III – Approval of Minutes

A motion was made by Deborah Finkel to approve the minutes of the Board of Director Meeting dated September 10, 2024, as submitted. Heath Birkendahl seconded the motion and the motion passed.

ITEM IV – Committee Reports

A. Landscape –

1. **Committee meeting minutes** - reviewed
2. **Patio Guidelines and Maintenance** – Board reviewed the patio guidelines, add railings.

A motion was made by Heath Birkendahl to approve the patio guidelines. Haris Volos seconded the motion and the motion passed. Deborah Finkel abstained

3. **Proposals** – none

4. **Tree Proposals**- Tree trimming work will start on October 28th.

5. **Manager approved proposals** - reviewed

B. Architectural

1. 1820 Ashmeade – attic conversion - Denied
2. 2042 Donovan – Camera – Approval
3. 2086 Foxhall – AC unit - Pending
4. 2060 Foxhall – Garage - Approved
5. 1880 Huxley – Windows - Approved

C. Parking – Security is staying on top of parking

- D. Social – Holiday potluck December
- E. Clubhouse/Pool
 - 1. Pool solar leaking, contact Genie Pool
- F. Website

ITEM V – President’s Report

President updated the Board on the progress of the balcony inspections being performed by Jay Johnson Construction.

A motion was made by Heath Birkendahl to approve JLD Engineering proposal in the amount of \$27,000. Heath Birkendahl Deborah Finkel seconded the motion and the motion passed.

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

ITEM VI - Treasurer’s Report – September 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 – September 30, 2024 (unaudited)

	<u>Actual</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Variance B/(W)</u>
Income(\$)	\$190,928.8	\$1,821,976.89	\$1,541,277.00	\$280,699.89
Expense(\$)*	\$199,694.32	\$1,734,713.46	\$1,541,277.00	\$(193,436.46)
*includes monthly contribution to Reserves				
Total Cash & Savings(\$):	\$5,655,331.02			
**Reserve Expenditures Year to Date(\$):	\$432,008.13			
Reserve Fund Balance(\$):	\$5,370,282.85			

- B. Reserve Fund Investments

ITEM VII - Association Manager’s Report

- A. **Management update**– Management updated board on HOA Items
- B. Correspondence –
- C. Violation letters sent out

ITEM VIII - Old Business

- A. **Security Patrol Report** - none
- B. **SB326 inspections** –
- C. **AT&T Contract** – Board had questions, agent will meet with Heath to go over some concerns.

ITEM IX - New Business

- A. **2025 Budget**- A motion was made by Brian Finerty to approve draft B budget. Heath Birkendahl seconded the motion and the motion passed.

- B. **Leak Detection Proposal-** A motion was made by Brian Finerty to approve American Leak Detection in the amount of \$2,300. Heath Birkendahl seconded the motion and the motion passed.
- C. **Gutter Cleaning –** A motion was made by Heath Birkendahl to approve 2 times gutter cleaning for Four Seasons Roofing in the amount of \$15,699. Deborah Finkel seconded the motion and the motion passed.
- D. **Concrete Proposal-** A motion was made by Heath Birkendahl to approve PSI to do community trip hazards and concrete repairs in the amount of \$13,500. Haris Volos seconded the motion and the motion passed.
- E. **Carport Striping –**A motion was made by Heath Birkendahl to approve PSI to stripe and number carports in the amount of \$10,000. Haris Volos seconded the motion and the motion passed.
- F. **Maintenance – none**
- G. **Newsletter articles –**Tree Trimming dates
Concrete work being done
Carport re-numbering
- H. **Agenda –**

ITEM X - Adjournment

There being no further business before the Board of Directors, the meeting was adjourned at 8:15PM. 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 12, 2024.

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

Board Approved Meeting Minutes : October 8, 2024