

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
November 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
MaryAlice Heim	Landscape Committee
Amr Mourad	Homeowner
Mary Fischer	Homeowner
Helen Shifrin	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 6:02PM.

ITEM III – Approval of Minutes

A motion was made by Heath Birkendahl to approve the minutes of the Board of Director Meeting dated October 8, 2024, as submitted. Deborah Finkel seconded the motion and the motion passed.

ITEM IV – Committee Reports

A. Landscape –

1. **Committee meeting minutes** - reviewed

2. **Proposals** – A motion was made by Heath Birkendahl to approve Medallion Landscape proposals. Deborah Finkel seconded the motion and the motion passed.

Estimate 22142 - \$67.50 by 1309 garage
Estimate 22141 - \$67.50 by 1305 left of gate
Estimate 22140 - \$67.50 by Foxhall dumpster #11
Estimate 22139 - \$67.50 by 2036 left of gate

A motion was made by Heath Birkendahl to approve Medallion Landscape proposals. Bob Newman seconded the motion and the motion passed.

Estimate 21781 – \$116.25 by garages to left of entry at Huxley
Estimate 21785 - \$984 – reseed lawn areas
Estimate 21577 - \$70 – plant by Leigh entrance sign

3. **Tree Proposals**- Trees are in process of being trimmed.

4. **Manager approved proposals** - reviewed

B. Architectural

1. 2086 Foxhall – AC unit - Approved
2. 2031 Foxhall – flooring/lighting - Approved
3. 1959 Foxhall – Door knob - Approved

C. Parking – Security is staying on top of parking

D. Social – Holiday potluck December 7th

E. Clubhouse/Pool

1. Pool closed

F. Website

ITEM V – President’s Report

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

Homeowners are receiving affidavits for permit pulling process. Management to check addresses.

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(\$)	\$190,717.24	\$2,012,694.13	\$1,712,530	\$300,164.13
Expense(\$)*	\$183,263.11	\$1,917,978.50	\$1,712,530	\$205,446.59
*includes monthly contribution to Reserves				
Total Cash & Savings(\$): \$5,544,666.51				
**Reserve Expenditures Year to Date(\$):\$436,541.88				
Reserve Fund Balance(\$): \$5,390,530.89				

- B. Reserve Fund Investments – Brian will keep an eye on the cd mature dates.

ITEM VII - Association Manager’s Report

- A. **Management update**– Management updated board on HOA Items
- B. Concrete scheduled for 12/11 thru 12/13
- C. Carport Striping scheduled for 12/16 thru 12/18
- D. Correspondence
1. **Tennis Trash**- Homeowner requested to have trash can moved – board denied request

2. **Homeless** – Maryalice addressed the homelessness with the mayor’s office. Currently, the homeless have moved from right behind Greenwich.
3. **Homeowner Reimbursement** – A request was made for garage reimbursement for garage reprogramming. Board denied.

E. Violation letters sent out

ITEM VIII - Old Business

- A. **Security Patrol Report** - none
- B. **SB326 inspections** –
- C. **AT&T Contract** – Harris provide documentation for review – A motion was made by Haris Volos to approve AT&T contract. Heath Birkendahl seconded the motion and the motion passed.

Haris is to ask if they can do the USA marking in phases as they do the project.

ITEM IX - New Business

- A. **1363 GW Leak Repair**- Work is scheduled for November 18th.

A motion was made by Heath Birkendahl to approve CPI proposal in the amount of \$11,366.35. Haris Volos seconded the motion and the motion passed
- B. **Skylight Proposal** - A motion was made by Heath Birkendahl to approve Four Seasons proposal in the amount of \$1,453. Haris Volos seconded the motion and the motion passed
- C. **Leak Detection Proposal**- A motion was made by Heath Birkendahl to approve Leak Detections proposal in the amount of \$2,300. Deborah Finkel seconded the motion and the motion passed
- D. **Tennis Courts** – tabled at this time, management hasn’t received any complaints.
- E. **Trail Fence**- Jay fixed gap at the fence that backs up to the creek and meets the adjoining association.
- F. **Maintenance** – Heath Birkendahl will do an inventory of how many bollards are left, so new ones can be ordered if needed.
- G. **Newsletter articles** – Holiday Party
Dues Increase
Concrete and Carport dates
- H. **Agenda** –

ITEM X - Adjournment

There being no further business before the Board of Directors, the meeting was adjourned at 7:50pm. 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, December 10, 2024.

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

Board Approved Meeting Minutes : December 10, 2024