



1600 Hamilton Place Community HOA

June 2008



Next Board Meeting

The next Board of Directors meeting is scheduled for Tuesday, July 8, 2008, in the clubhouse. Open Forum starts at 6:30PM and is the time set aside for homeowners to address the Board of Directors. The Board meeting starts promptly following Open Forum.

Email Communication Reminder

Please remember that either "1600 Hamilton" or your specific unit address must be included in the SUBJECT BOX of all emails sent to Bill Hubbard at Community Management or they will not be opened.

Be Security Conscious

Please remember to keep all doors and windows closed and locked when you are not at home. Also, IF YOU SEE ANYONE SUSPICIOUS WONDERING AROUND THE COMPLEX, CONTACT THE POLICE IMMEDIATELY! Do not wait for someone else to make the call!

Washing Vehicles

Please remember to wash your vehicles in the designated locations in the complex. One is located on Greenwich Court next to dumpster corral #3 (to the right as you enter Greenwich Ct). The other one is on Foxhall Loop behind the tennis court next to the small pool area.

Trash and Recycling

Please be on the lookout for anyone who dumps items that are not appropriate for the trash or recycling dumpsters, such as computer equipment, chemicals, paints, or other hazardous material. If you witness anyone discarding improper items, please note their address and either contact association manager Bill Hubbard so that the association can take the proper disciplinary action or contact the San Jose Police Department, as this activity is illegal and the city will prosecute for such violations.

CC&Rs Rewrite - WE NEED YOUR HELP

WE NEED YOUR HELP to pass the new CC&R's and Bylaws. Our current CC&R's and Bylaws are 25 years old and in desperate need of updating. A committee of your neighbors has taken a year to review and bring the old documents up to date and into compliance with the current laws. We need a yes vote from 75% of the owners to pass the CC&R's and 51% to pass the Bylaws. Revised documents and ballots were mailed to you in March. If you haven't yet voted and returned your secret ballot, **PLEASE DO SO NOW.**

If you need another ballot, please contact Bill Hubbard at (408) 559-1977. If you have voted, but know neighbors who have not, please encourage your neighbors to VOTE, VOTE, VOTE.

Because only 106 ballots have been received to date, the Board has extended the deadline to August 1, 2008. Having outdated CC&Rs and Bylaws could affect the value of your property. Please take responsibility to submit your ballot now!

Landscaping Guidelines and Suggestions

Please review the following Landscaping Guidelines for the association. It is that time of year when the landscaping in the restricted common area patios and entry areas need attention. The benefits of keeping these areas neat and trimmed are higher property values:

- A. Excessive overgrowth not allowed. Shrubs must be neatly trimmed.
- B. Planting cannot obscure address numbers
- C. Vines and shrubs shall not grow onto walls or through fences
- D. No trellises may be used above the fence line
- E. Height of trees must not exceed that of the balcony floor of upstairs neighbor
- F. Trees branches must be kept no less than three feet from building
- G. No potted plants or decorative items on fence or railing caps
- H. Trees must be kept to a reasonable width and branches must not encroach onto common areas, walkways or into neighbor's patio areas or cause damage to fences.

Also, the Landscape Committee would like to inform residents to be on the lookout for volunteer privets and hackberry trees that may be growing in your patio areas from seeds dropped by birds. These trees end up being very messy and difficult to maintain. It is recommended that you remove any of these trees that you may see beginning to grow in your patio areas. It is also recommended to avoid planting mint or bamboo, as both of these plants are prolific and very difficult to control.

Community Management Services, Inc. 1935 Dry Creek Road, Suite 203 Campbell, CA 95008

Customer Service: 408-559-1977 - Association Manager: Bill Hubbard

Email: bhubbard@communitymanagement.com

(1600 Hamilton or your unit address must be included in the SUBJECT BOX of all emails)

1600 Hamilton Place Security Office: 408-371-1715

Vacation Checks by the Security Patrol

If you will be away on vacation for an extended period of time, the association security officers will keep an eye on your unit during their patrols. Please leave a message for the security patrol at 408-371-1715.

Some Money-Saving Tips

1. Reduce Cost of Water Heater.

Water heaters generally account for about 13% of home energy costs; so turn your water heater down to 120 degrees or the "Normal" setting when home and to the lowest setting when you are away. Also consider wrapping your water heater in an insulated blanket. You will reduce costs and save approx. 1000 pounds of carbon dioxide a year.

2. Paints.

When painting walls, make sure you buy just enough paint to eliminate waste that accumulates around the house. Use an online paint calculator (try- www.artsparx.com/paintcalculator.html) to help determine the right amount of paint for the job. MAY 15, 2008

Contractor Debris

Please remember that any contractor working on the interior of your unit or in the restricted common area patios, MUST remove all construction debris from the complex DAILY. They are NOT permitted to discard any debris into the trash or recycling bins. Please make sure this policy is included in any contract that you sign with a contractor. If you witness a contractor disposing of any construction material into a community dumpster, please contact Bill Hubbard immediately with the following information:

1. date and time of incident
2. location of dumpster
3. address from which the debris came
4. name of contractor, if you can get it

The association will use this information to charge the owner for removal of the debris, along with imposing a fine to their assessment account.

Foxhall Loop/Donovan Court Fencing and Painting Projects Update

Fencing replacement is now tentatively scheduled for mid to late July. Notices will be posted on your unit 3-5 days prior to work beginning. The painting project will begin after the conclusion of the fencing project, probably in August or September.

Landscape Committee Meetings

The next Landscape Committee meeting will take place on Tuesday, June 24, 2008, at 7:00PM, in the clubhouse. Any landscaping items must be requested, **in writing**, for the Committee's consideration. Please remember that the Board of Directors provides a budget to the Committee, which determines the confines within which the Committee must develop a plan for landscaping maintenance and upgrade projects. In other words, the Committee will accommodate as many requests as possible, as long as they fit into the budget constraints, as well as the short term and long term landscaping plans.

Architectural Committee Meetings

The next Architectural Committee meeting will take place on Thursday, June 26, 2008, at 6:45PM, in the clubhouse. Please feel free to drop by and discuss any architectural issues with the committee. The Committee is looking for volunteers. If you would like to become directly involved with some of the policy making decisions for the association, contact Bill Hubbard or attend an Architectural Committee meeting.

NOTE: The Board officially approved the new windows and exterior lighting guidelines during the May 13, 2008 Board meeting. Copies of the approved guidelines were included with the March newsletter. If you would like another copy, please contact Bill Hubbard.

Included with this month's newsletter, you will find a draft of proposed guidelines for screen doors, along with an application form to be used when submitting requests for Architectural Changes. Please review and forward any comments to the Board prior to the July 8 meeting. Also, keep these items for your records.

1600 Hamilton Place Homeowners Association
Screen Doors - Requirements and Guidelines

A. Purpose

The purpose of the Screen Door Replacement Requirements and Guidelines is to ensure the preservation of the architectural integrity of our community.

B. Homeowner Agreement

All costs associated with screen doors are the sole responsibility of the homeowner.

C. Screen Door Installation Approval

In accordance with 1600 Hamilton Place requirements, any homeowner that desires to alter the exterior aesthetics of the complex must obtain written approval from the 1600 Hamilton Place Homeowners Association Architecture Committee *before commencing any work*. To initiate a request for screen door changes, send your request to the Association Architectural Committee with your request, including the following:

1. Unit address
2. Homeowner's contact info
3. Type of screen door and screen color
4. Manufacturer Name
5. Manufacturer Model/Part Number
6. Finish/color

Submit requests to:

Bill Hubbard, Attn: 1600 Hamilton Place Architecture Committee

Email: bhubbard@communitymanagement.com

Subject: 1600HP – Lighting Request

Fax: (408) 559-1970

Mail: 1935 Dry Creek Road, Suite 203
Campbell, CA 95008

Requests that do not include all items above shall be considered incomplete and will not be considered for approval until all necessary information is provided.

D. Screen Door Types

The following screen doors are approved:

1. 36" wood screen door (Model #3610) – door must be stained to match the front door [contact Steve's Painting at (408) 984-8045]
- or -
2. Retractable screen door by Phantom or Mirage or Roll-Away – frame color must match the trim color of your unit.
3. Screen color must be black or dark gray.

The doors above are available through:

The Screen Shop
601 Hamline Street
San Jose, CA 95110
Phone: (408) 295-7384

Date: _____

Name: _____

Unit Address: _____

Phone or email: _____

[illegible]

Approval or Disapproval sent to owner By: _____ Date: _____