



1600 Hamilton Place Community HOA

November 2008



Next Board Meeting

The next Board of Directors meeting is scheduled for Tuesday, December 9, 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.

Landscaping Spray Calendar

Please check the bulletin board next to the clubhouse doors for information regarding the schedule for spraying the lawns for broadleaf weeds and other landscaping problems.

Landscape Committee Meetings

The next Landscape Committee meetings will take place on Monday, November 24, 2008 and Monday, December 22, 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.

The Landscape Committee is sorry to report that Helen Conway resigned and wishes to thank and commend her for her passion and dedication to the landscape of 1600 Hamilton Place. Her knowledge and commitment will be difficult to replace.

The Committee encourages your participation and needs representatives from Foxhall, Huxley, Greenwich and Ashmeade.

Architectural Committee Meeting

The Architectural Committee will not be meeting during the holiday season. Please check future newsletters for the upcoming 2009 committee meeting schedule.

Vacancy on the Board

Scott Smithwick recently resigned from the Board because he sold his unit in 1600 Hamilton Place. The Board would like to thank Scott for his contributions to the community while serving on the Board and the Architectural Committee. Scott's resignation creates a vacancy on the Board. If you would like to be considered for this vacancy, please either contact Bill Hubbard or attend the next Board meeting. This is your opportunity to get directly involved in the policy-making decisions for the association.

Governing Documents Update Voting Results

The results of the CC&Rs and Bylaws update voting are as follows:

166 yes votes for amending the CC&Rs, 27 no votes

173 yes votes for amending the Bylaws, 20 no votes

There were a total of 16 invalid votes submitted that were not counted.

The current governing documents require a 75% approval for amending the CC&Rs and 51% approval for amending the Bylaws. Therefore, the amended Bylaws have been approved. The Board asked management to discuss options for having a court ordered approval of the CC&Rs since an overwhelming majority of those members that responded approved the amended CC&Rs. Management is following up on this request.

Termites

If you see evidence of dry wood termites (usually small black granular powder on window sills or along bottom of walls) or subterranean termites (you will see a dry mud-like tube along the floor or up in a corner), please contact CMS so that a termite company can be contacted for an inspection of the specific location. Note: every once in a while you may see a swarm of termites flying soon after a rain or during hot weather. This is fairly common as termites are looking for new locations for nests. According to termite experts, 99% of these flying termites will perish before locating a nesting place and there is no preventative treatment for this activity. Therefore, it is imperative that you report specific evidence of infestations inside or on the exterior of the buildings immediately so that the specific location can be treated.

Gutter Cleaning

Bright Outlook has completed the gutter and downspout cleaning. The cleaning carries a "no clog" warranty until May 1, 2009. If you see that your downspout has become CLOGGED after the initial cleaning, please contact the CMS customer service dept during normal business hours and they will arrange for Bright Outlook to address the problem within 2 business days, weather permitting.

**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
1600 Hamilton Place Website: www.1600HamiltonPlace.org**

Recycling Cardboard Boxes

Green Team requests that you BREAK DOWN all cardboard boxes and place them INSIDE the white recycling dumpsters beside the trash dumpster. If the recycling dumpster is full, please take your items to the next closest dumpster which will be within a 1 minute walk from the full dumpster.

Plumbing Problems

Be sure to report all plumbing problems to CMS so that it can be determined whether the association will take responsibility to address the problem. Even if the problem is the responsibility of the unit owner to address, often times it is less expensive to have the association's plumbing contractor make the repair, even if it is at your cost, because they are more familiar with the plumbing layout within the complex than other plumbers.

Community Security –Mail Boxes

Contact the San Jose Police Dept non-emergency number 311 when seeing suspicious persons around mailbox kiosks or trash bins to help prevent mail theft. If you see someone trying to break into the mailboxes, call 911 immediately. It is also highly recommended that you use a shredder to dispose of any personal information and take any outgoing mail to an official US Post Office mail receptacle.

Vermin and Food

It is that time of year when animals such as rats, opossum, and raccoons seek sources for food and water. In order to help eliminate any potential problems with these animals, please make sure that you do not leave any water or form of food outside of your unit at any time.

Happy Holidays from the Board of Directors

The Board of Directors would like to wish all owners/residents of 1600 Hamilton Place a very Happy Holiday Season. Hopefully, the following holiday tips will make this time of year safe for you and your loved ones:

AROUND THE HOUSE

- *When hanging indoor lights, be sure not to nail through electrical or security wires that may not be visible.

MANAGE YOUR EXTENSION CORDS

- *Don't use indoor extension cords outdoor
- *Don't run cords where people can trip on them
- *Don't overload too many plugs

LEAVING TOWN

- *Remember to notify neighbors when leaving town
- *Don't forget to stop newspaper and mail delivery

TREE LIGHTS

- *Midget lights produce less heat than standard lights. Use only UL-listed lights
- *Don't link too many strands of lights together. This will cause a fuse to blow
- *Check light sets for frayed wires. If damaged, throw them away
- *Always turn off the Holiday lights before you leave the house or before turning in for the night

TREE MAINTENANCE

- *Keep your tree in a stand that holds at least a gallon of water. Check that the stand is full on a daily basis
- *Keep your tree and garland away from fireplaces and heaters. Placing it too close dries it out and poses a severe fire hazard

NOTE: Please remove all visible holiday decorations by no later than January 15, 2009.

Garage Doors

Please remember to keep garage doors down unless you are entering or exiting the garage.

"A Timely Tip To Lower Your Utility Bill"

At this time of year we suggest changing the furnace filters which will improve the efficiency of your furnace and provide you with cleaner air.

"A Word About Smoke Detectors"

This is also the time to replace the batteries in your smoke detectors for your own safety. Please test the detectors every 2-3 months to insure they are operating properly.

Winterize Your Home

With the rain and cold weather here, remember that a few maintenance items go along way in preventing damage to your home.

1. Change the filters in your furnace regularly and have furnace professionally inspected annually.
2. Trim trees on your property for building clearance and weight reduction.
3. Make sure that your attic is properly insulated and weather stripping around doors is in good condition.
4. Install double-paned windows. (Make sure that you submit an Architectural Change Application for the Committee's approval prior to making any changes to the exterior of your unit.)
5. Have your chimney inspected and cleaned by a professional company chimney sweep/cleaning company.
6. Did you change your batteries in the smoke and carbon-monoxide detectors?

A little bit of preventative maintenance now will go a long way in preserving your real estate investment over the winter months!