



# 1600 Hamilton Place Community HOA

March 2009



## Next Board Meeting

The next Board of Directors meeting is scheduled for Tuesday, April 14, 2009, 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. An agenda for the meeting is posted by the clubhouse entry doors 4 days prior to the meeting date.

## 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.

## Landscape Committee Meeting

The Landscape Committee will now meet on the third Wednesday of the month. The next meeting will be April 15, 2009 at 7:00 pm in the Clubhouse. Please submit any landscaping requests, in writing, for the committee's consideration. Please remember that the Board of Directors provides a budget to the Committee, which determines the guidelines the Committee must adhere to in planning for landscaping maintenance and upgrade projects. In other words, the Committee will accommodate as many requests as possible, as long as they fit within budget constraints, as well as short-term and long-term landscaping plans.

## Architectural Committee Meetings – Last Thursday of Each Month

The next Architectural Committee meeting will take place on Thursday, March 26, 2009, at 6:45 PM, in the clubhouse. Please feel free to drop by and discuss any architectural issues with the committee.



## Board of Directors Election Results

The Board thanks all owners who participated in the recent Board elections. The results are as follows:

Lynn Comer	121 votes
Carl Middione	119 votes
Conrad Sanford	118 votes
IRS Resolution for 2009	134 votes in favor, 1 vote against

There were 9 submitted ballots that were not counted because the yellow return envelope was not properly signed.

The Board then elected the following officers for the upcoming year:

Conrad Sanford	President
Lynn Comer	Vice President
Carl Middione	Treasurer
Ken Swezey	Secretary
Health Birkendahl	Director at Large

## Pool Schedule

The pool heaters will be activated towards the end of April. A copy of the pool rules will be included with the next newsletter. Please review them with other members of your household.

## Master and Earthquake Insurance Renewal

The master and earthquake insurance packages will renew in late March. Additional information regarding the renewal rates and levels of coverage will be included in the April newsletter. The association typically borrows money from the reserves to pay off the annual premiums for the insurance package at the time of the renewal and then pays back the reserves by the end of the fiscal year. This year the association borrowed \$144,000.00 from the reserves to help pay for the renewal premiums. This loan will be paid back to the reserves by the end of the year.

## Insurance For Your Personal Property

All owners are reminded that they should have an HO6 Condo/Townhome insurance policy to cover their personal property, the inside of their home, liability for themselves and guests which is not covered by the Association.

Also, such a policy provides coverage for any loss assessment by the HOA if the loss is the owner's responsibility. Since the HOA has a high deductible (\$10,000) for property damage, the loss assessment coverage will cover any assessment to an owner when the damage is the owner's responsibility.

HO6 policies are available from any insurance company or insurance agencies at a very nominal cost of a few hundred dollars per year. This is a wise investment to protect your property and personal liability when the need arises.

**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](mailto: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](http://www.1600HamiltonPlace.org)**

### **Water and Gas Shut Off Valves**

Each unit has its own water line shut off valve. If you live in a lower unit, the valve can generally be found on the water pipe with the hose bib located in your entry or back patio. If you live in an upper unit, the valve can be found on the water pipe with the hose bib located on the common area on the side of the entry stairs. The gas shut off valve for your unit is found inside the utility cabinet area on each building. It is a good idea to know the location of the water and gas valves for your unit in case you need to shut them off in an emergency. Take the time to familiarize yourself and other members of your household as to the locations of these valves.

### **Landscaping Spray Notices**

Please remember to check the bulletin board adjacent to the clubhouse doors for information and dates for the spraying of landscaping.

### **Irrigation System Information**

The landscaping irrigation system is designed to water during the late evenings and early morning hours. Occasionally, there will be a broken sprinkler head or irrigation line in the complex and a leak will occur. Normally, the irrigation timer clock will automatically turn the water off after 15-30 minutes and the problem can be reported to the CMS Customer Service Department during regular business hours. If, however, the water continues to run after 60 minutes, please contact CMS at 408-559-1977 for the emergency on-call contact number.

Also, it is the association's desire to help owners minimize maintenance needs on their units by eliminating problems with any sprinklers that are spraying onto building surfaces. If you witness such a problem, please report it to management so that the landscaping company can be contacted to make the necessary corrections.

### **Recycling Reminder**

Please remember to place all recyclables (paper, cans, glass, plastic bottles, etc) into the WHITE dumpsters or BLUE totes. The green dumpsters are for trash only. Please remember to cut up or fold all corrugated cardboard into sections no larger than 4 ft. x 4 ft. and place into the white recycling dumpsters or next to the blue recycling totes. If you need to dispose of a non-recyclable material, such as paint, oil, computer items, etc., call 277-2700 to schedule an appointment at the San Jose recycling center. There is no charge for this service.

### **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.

### **Landscape Committee Update**

The Huxley project is now complete and the Donovan/Foxhall project will begin soon. Please note that the most time consuming part of the project will be the demo of old landscape and preparation for planting. Inclement weather may also cause unplanned delays. Your patience is appreciated during this renovation.

You may have noticed some severe pruning. This is necessary to control the growth of some of our very mature hedges. Medallion assures us that they should fill out nicely beginning in the Spring.

### **Thanks to the Landscape Committee**

The Board of Directors would like to thank the Landscape Committee for their all of their hard work during the recent upgrade projects and let them know that the association appreciates their efforts to replace old plants with more drought tolerant plants. Their efforts should result in lower water usage for our community! If you have not had a chance to see the recent upgrades around Huxley Court, please take a look and share your thoughts with the Board. This phase of landscaping upgrades will be completed when Donovan Court and Foxhall Loop are completed within the next 30-60 days!