

# 1600 Hamilton Place Community Association HOA Newsletter

## Board of Directors

**Lynn Comer**

President

**Conrad Sanford**

Vice President

**Ken Swezey**

Secretary

**Carl Middione**

Treasurer

**Heath Birkendahl**

Director

## Community Management Services

1935 Dry Creek Rd, Suite 203  
Campbell, CA 95008

Customer Svc: **408-559-1977 (24/7)**

Association Mgr: Bill Hubbard

bhubbard@communitymanagement.com

(Please include 1600 Hamilton or your unit address in the email subject box)

1600 Hamilton Place Security Office:  
**408-371-1715 (voicemail)**

## Next Board Meeting/Open Forum

The next Board of Directors meeting is scheduled for **Tuesday, July 13, 2010 in the Clubhouse.**

**The Open Forum starts at 6:30 pm** and is the time set aside for homeowners to address the Board of Directors. The Board Meeting starts promptly following the Open Forum. An agenda for the meeting is posted by the Clubhouse entry doors and mailboxes four days prior to the meeting date. Come join us!

## Landscaping Committee Meeting

Co-Chairs Maryalice Heim/Sheba Solomon

The next Landscaping Committee meeting is scheduled for **Wednesday, July 21, 2010, at 7:00 pm in the Clubhouse.** Please submit any landscaping requests, in writing, for the committee's consideration.

## Meet your Board Treasurer - Carl Middione

Carl Middione has been your Board Treasurer for the last 4 years after initially serving as a Director at large. This was a logical transition since he is an Accountant and Tax Consultant so the job came easy.

Budgets, financial transactions and cost controls have always been a major staple in his career as Accountant, Credit Manager and Controller for diverse companies like Dow Chemical, Memorex and FMC International (when FMC was a power house in San Jose). Following several reorganizations (for which Silicon Valley is famous), he set up his own Tax & Accounting Practice in Fremont with a total emphasis on helping small business. He sold the practice after a 17 year successful run but he is still active in taxes.

Carl and his wife Helen lived over 30 years in Fremont where they raised 3 boys, now all



married with children. Mark, the oldest, is a Mechanical Engineer at BAE, Andy, the second one, is a Contract Pilot and an Officer in the Air Force Reserve (currently on active duty) and Paul, the youngest, runs his own Real Estate and Mortgage business nearby with Carl as his Financial Manager.

Some six years ago, Carl and Helen sold their large and empty house in Fremont and invested in Hamilton Place to be close to the grandchildren. They alternated between San Jose and Pacific Grove for over a year before settling down in Hamilton Place permanently.

As Treasurer, Carl has been a strong proponent of cost controls, multiple bids and a critical review of our expenditures that has allowed the Board to keep the monthly dues practically unchanged for the last 3 years. This has been the source of much satisfaction for Carl who has always been conscious of the financial burden that our dues represent for the owners, especially young families. "Get more bang for our bucks" is his credo.

## Earthquake Preparedness (Part 3) - Lynn Comer - President

**Step 1** - Identify potential hazards in your home and fix them (Feb 2010 Newsletter).

**Step 2** - Creating a Disaster Preparedness Plan (March 2010 Newsletter).

**Step 3** - Creating a Disaster Kit - two types, personal and household:

**Personal Disaster Kit.** Everyone in your family should have a personal disaster kit stored where it can be easily reached. A backpack or other small bag is best for these kits so that they can be easily carried in an evacuation. Include the following items:

- Medications, a list of prescriptions, copies of medical insurance cards, doctors' names and contact information.
- Medical consent forms for dependents.
- First aid kit, handbook and a list of emergency contact phone numbers.
- Spare eyeglasses, personal hygiene supplies and sturdy shoes.
- Bottled water & snack foods high in calories.
- Whistle (to alert rescuers to your location).
- Emergency cash and personal I.D.
- Emergency lighting (flashlights with extra batteries) or light sticks.
- Comfort items such as games, crayons, writing materials and teddy bears.

**Household Disaster Kit.** Create a household disaster kit inside a large watertight container stored outside, with a 3-5 day supply of the following items:

- Drinking water (one gallon/person/day).
- First aid supplies, medications and hygiene items (soap, toothpaste and toilet paper).
- Emergency lighting (flashlights with extra batteries) or light sticks.
- A hand-cranked or battery-operated radio (and spare batteries).
- Canned and packaged foods and cooking utensils, including a manual can opener.
- Warm clothing, sturdy shoes, extra socks, blankets and perhaps even a tent.
- Heavy-duty plastic bags for waste and to serve other uses, such as tarps and rain ponchos.
- Work gloves and protective goggles.
- Pet food and restraints.
- Copies of vital documents such as insurance policies and personal I.D.s.

Note: Replace perishable items like water, food, medications and batteries annually.

Spend time with your family members to discuss what might occur in an earthquake. Develop a disaster plan, prepare disaster supply kits and practice "drop, cover and hold on".

## HOA BIZ - What's Happening around 1600 Hamilton Place

- **Screen Door Requirements and Guidelines** - The screen door guidelines have been amended as proposed by the Board in May. The updated guidelines are attached and have been posted on the website. They should be used by homeowners when considering the installation of a screen door. If you currently have a screen door that does not meet the guidelines, please take action to install an approved door.
- **Clubhouse Rental** - Association residents are able to rent the Clubhouse for personal use. Reservations are made through Community Management Services and details can be found on the HOA website.
- **eBills Available from CMS** - You can receive your monthly Newsletter & billing statement via email. Contact Rosie Bernal at 408-559-1977 x137 or rbernal@communitymanagement.com to get an authorization form.
- **Real Estate Activity** - Have you noticed that real estate activity at 1600 Hamilton Place has increased over the past few months? We had three properties close last month and have five properties for sale now.
- **GOT ANTS?** - The Association maintains a contract with Bugbusters to keep our homes free of bugs. Harold from Bugbusters will spray the exterior of your unit at no cost to you. When you see ants and other insects inside or outside, call him at 408-262-1968. It's a good idea to check with your immediate neighbors to see if they are having the same problem and Harold can spray the exterior of their units at the same time.

## Monthly Parking Summary - May 2010

Warning Ticket - Resident in Guest Space - 4

FINAL Warning Ticket - Resident in Guest Space - 1

TOW - Resident in Guest Space - 0

Warning Ticket - Resident over 24 hours in Open Space - 3

FINAL Warning Ticket - Resident over 24 hours in Open Space - 0

TOW - Resident over 24 hours in Open Space - 0



The cost of a **TOW** is about **\$250** and all homeowners are encouraged to know the Association parking rules and to follow them. All Association parking rules can be found on the mailbox bulletin boards and at [www.1600hamiltonplace.org](http://www.1600hamiltonplace.org).

## Landscaping Committee Report

The Board of Directors provides a budget to the Committee which determines the guidelines that the Committee must adhere to in planning for landscaping maintenance and upgrade projects. Currently, the Committee is working on the following projects:

- **Landscaping Cleanup Projects** - Work is continuing throughout the complex to replace inferior plantings, to fill in areas left from tree removals and to repair bare spots. Additional mulch will be added where needed.
- **Satellite-Driven Watering Controls** - In combination with the unseasonably cool and wet weather, the new satellite-driven watering controls that have been installed throughout the complex are reducing our water bills. Year-to-date, we are over 30% under budget, saving close to \$20,000.
- **Water Conservation Rebates** - Thanks to the efforts of chairs Maryalice and Sheba, the Association has received the first rebate check for over \$2500 from the Santa Clara Valley Water District for the planting of drought tolerant plants and watering controls enhancements.
- **Tree Trimming/Removal Plan** - The tree management plan for 2010 is being finalized for work in the Fall.

[www.1600hamiltonplace.org](http://www.1600hamiltonplace.org)



## Pool Safety, Security and Etiquette

Please make sure that the pool gate is closed behind you when you are entering and leaving the pool area. Also, please do not prop open the pool gate or the doors to the restrooms, as this could cause a safety problem with unauthorized access to the facilities. This goes for the tennis courts as well.

Also, please keep in mind that the pools and spa are located near the homes of other residents and keep the noise levels down to a minimum and adhere to the opening and closing hours of the facilities (8am-10pm Sunday-Thursday and 8am-11pm on Friday and Saturday).

## Help Prevent Vandalism and Crime

With the sluggish economy, vandalism and crime have increased throughout the Bay Area. Here are a few tips that will help prevent you from becoming a victim:

- When you are not home, make sure all windows are closed and secured, with window coverings closed.
- If you are going to be gone for an extended period of time, cancel any newspaper and deliveries or arrange for a neighbor to pick them up daily.
- If your vehicle must be parked in an open parking space, make sure the windows are closed and the doors are locked. Place any items of value in the trunk of your vehicle or inside your unit. Better yet, use your garage!
- Be a nosy neighbor! If you see any suspicious activity, call the San Jose Police immediately on 911.

## Schools Out for Summer

Please remember that schools are out for summer vacation. Please keep an eye out for children playing throughout the neighborhood and DRIVE CAREFULLY.



## Rodents Seen in the Area!

It is that time of year when animals such as rats, opossum, skunks, squirrels and raccoons seek sources for food and water. The association does not exterminate rodents. In order to help eliminate any potential problems with these animals, please do not leave any water or food (human or pet) outside of your unit at any time. Also, please dispose of any garbage bags immediately into the dumpsters rather than store them inside your patio areas and keep the garbage and recycling dumpster lids closed.

So far, we seem to have fewer skunks roaming the neighborhood. They are particularly active at night, looking for food and marking their territory.

Please don't give them a reason to hang around - they stink!



## Fire Extinguishers

The Association has fire extinguishers installed on the exterior of fences around each group of buildings throughout the complex. Its a good idea to inspect the areas around your building to familiarize yourself with the location of the closest fire extinguisher. Its a good idea to have a fire extinguisher or two available inside your unit as well, particularly the garage and kitchen.



## Hamilton Place Street Sweeping - 6/17 & 7/15

The 3rd Thursday of every month is the scheduled sweeping date by the City for the Hamilton Place loop (usually between 10-11 am). Signs will be posted on bulletin boards.

## 1600 Hamilton Place Community Association Screen Door Requirements and Guidelines

### A. Purpose

The purpose of the Screen Door 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 – Screen Door 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. Yorktown 36"x80" wood screen door (with mullions/panes) – made by Columbia Manufacturing Corp ([www.columbiamfg.com](http://www.columbiamfg.com)).



- Available at some Orchard Supply Stores (price unknown) and other stores (estimated price range of \$100-\$150).
- Pre-stained to match our front door color.
- Hardware (hinges, handle/latch and closer) are required and may be extra (\$12-\$15 or more).
- The installation can be tricky if the door frame is not square.
- The screen can be removed and replaced with Plexiglas for cold weather.

2. Monterey 36"x80" wood screen door (without mullions/panes) - made by Columbia Manufacturing Corp ([www.columbiamfg.com](http://www.columbiamfg.com)).



- Available at The Home Depot (2010 price \$89 without hardware), Orchard Supply (2010 price \$120 with hardware) Lowes (2010 price \$74 without hardware) and other stores.
- Pre-stained to match our front door color.
- Hardware (hinges, handle/latch and closer) are required and may be extra (\$12-\$15 or more).
- The installation can be tricky if the door frame is not square.
- The screen can be removed and replaced with Plexiglas for cold weather.

## 1600 Hamilton Place Community Association Screen Door Requirements and Guidelines

### D. Screen Door Types - continued

3. Coppa 36"x 80" wood screen door model 3611-T (with mullions/panes) – made by Coppa Wood Working, Inc ([www.coppawoodworking.com](http://www.coppawoodworking.com)) .



- Available at The Screen Shop (601 Hamline Street; San Jose; 408-295-7384; 2010 price \$300) and other stores.
- The door comes unfinished and must be stained to match our front door color within 30 days of installation. You can do-it-yourself or contact Steve's Painting at 408-984-8045.
- Hardware (hinges, handle/latch and closer) may not be included.
- The installation can be tricky if the door frame is not square. The Screen Shop can also do the installation.
- The door can be ordered with a glass replacement window for cold weather.

4. Coppa 36"x80" wood screen door model 3611-P (without mullions/panes) – made by Coppa Wood Working, Inc ([www.coppawoodworking.com](http://www.coppawoodworking.com)) .



- Available at The Screen Shop (601 Hamline Street; San Jose; 408-295-7384; 2010 price \$270) and other stores.
- The door comes unfinished and must be stained to match our front door color within 30 days of installation. You can do-it-yourself or contact Steve's Painting at 408-984-8045.
- Hardware (hinges, handle/latch and closer) may not be included.
- The installation can be tricky if the door frame is not square. The Screen Shop can also do the installation.
- The door can be ordered with a glass replacement window for cold weather.

5. Retractable Screen Door – Mirage ([www.miragescreensystems.com](http://www.miragescreensystems.com)), Roll-Away ([www.rollaway.com](http://www.rollaway.com)) or other similar manufacturers.
- Available at The Screen Shop (601 Hamline Street; San Jose, CA; 408- 295-7384), The Home Depot, Lowes and other stores.
  - The frame color must match the trim color of your unit and the screen color must be black.
  - The installation can be tricky if the door frame is not square. The Screen Shop can also do installation.
  - Cost ranges from \$200-\$300, installation extra.
6. Other screens doors – In addition to the above recommended screen doors, homeowners may petition the Board for approval to install another screen door type or manufacturer. Installation of an unapproved screen door is considered an Association rule violation and the homeowner will be required to remove it.