

1600 Hamilton Place Community Association HOA Newsletter

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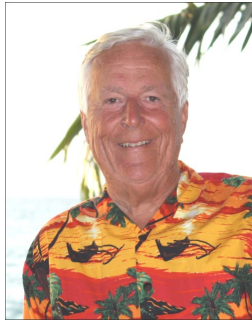
Director

Meet Your New Board Member - Jeff Davis

Jeff Davis has been selected by the Board of Directors to fill the remaining nine months of Nicole Marie's term ending in March 2013. Nicole resigned in May before she moved out of the area.

Jeff and his wife Becky have lived in Hamilton Place since 2001. They love the park-like feel of our community and enjoy walking the loop each morning for exercise. Jeff is a frequent user of the spa and enjoys taking his grandsons to the pool when they come to visit.

Jeff and Becky moved to Silicon Valley in 1985 with their four children. Jeff has worked as a high technology program manager for both defense and commercial companies. He then became a grant writer for a local nonprofit that provides food, shelter and recovery programs for



the homeless. He continues to volunteer as a grant writer with a local non profit providing recovery services for teenagers.

He and Becky are enjoying a season of travel visiting beautiful locations in Europe and Israel, as well as exploring the United States. They recently completed a 2500 mile trip in Becky's red Prius to Cambria, Sedona, Monument Valley and Lake Powell as well as Grand Canyon, Bryce and Zion National Parks.

Jeff has been an active member of both the Landscape and Architecture Committees at 1600 Hamilton Place. He looks forward to getting to know as many residents of our community as possible and working with the Board to continue making this a pleasant place to live.

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 Place 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, September 11, 2012 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!

Landscape Committee Meeting

Co-Chairs Maryalice Heim/Sheba Solomon

The next Landscape Committee meeting is scheduled for **Wednesday, September 19, 2012, at 7:00 pm in the Clubhouse.** Please submit any landscaping requests, in writing, for the committee's consideration.



Hamilton Place Tree Damage

An Atlas moving van took out an overhanging limb on the corner of Hamilton Place and Huxley Court on a late Saturday afternoon in July. The driver cut the corner going into Huxley too tightly, hitting the branch and causing it the scrape across the top of the truck body.

The branch came down, blocking the Huxley entrance from traffic as well as the sidewalk for pedestrians. Community Management Services was contacted by a number of residents and the on-call manager immediately processed an order to have a tree service come to remove the branch from the roadway and sidewalk.



Some helpful neighbors moved the top-most branches back so cars could get by. Within 2 hours, the roadway was cleared by the contractor.

Community Management Services is always available to handle any such situation in the community. They have contractors on call to respond to those issues that need to be taken care of immediately.

Community Management Services

408-599-1977

24 hours/7 days

HOA BIZ - What's Happening around Hamilton Place

- **Clubhouse Use Agreement** - The Board is proposing an update to the Clubhouse Use Agreement as shown on pages 3-4 of this Newsletter. The one change is highlighted, clarifying the area that can be used when using the Clubhouse. Please get your comments to the Board via Bill Hubbard by the end of September.
- **Recommended Service Provider Listing** - Check out the recommended Service Provider listing on the HOA website. It's a compilation of vendors and contractors recommended by the Board or a resident of the complex. The listing is open for additions. If you have someone to recommend, provide the appropriate information to Ken at ksweezey@msn.com.
- **Tennis Court Rules** - The Board is proposing an update to the Tennis Court Rules as shown on page 4 of the July 2012 Newsletter. Items proposed for change are shown in **bold**. Please get your comments to the Board via Bill Hubbard by the end of August.
- **Water and Gas Shutoff Valves** - Do you know how to shutoff the water and gas for your unit in the event of an emergency? Your gas valve is located in the utility cabinet for your building. Find the valve for your unit and use the supplied wrench on a chain to shut off the gas. The water shutoff is outside your unit on the patio or by your stairs. If you're unsure, ask a neighbor for assistance.
- **No Political Signs in the Common Area** - Although the Board encourages everyone to get involved in the election process, the rules prohibit the placing of any political signs out in the common area. The Board thanks everyone for adhering to this policy.
- **Welcome Wagon** - Welcome to Sumit and Reenu on Greenwich Court.

Monthly Parking Summary - July 2012

WARNING Ticket - Resident in Guest Space - 2
FINAL WARNING Ticket - Resident in Guest Space - 1
TOW Ticket - Resident in Guest Space - 0
WARNING Ticket - Resident over 24 hours in Open Space - 2
FINAL WARNING Ticket - Resident over 24 hours in Open Space - 0
TOW Ticket - Resident over 24 hours in Open Space - 0
WARNING Ticket - Expired DMV Tags - 5
FINAL WARNING Ticket - Expired DMV Tags - 1
TOW Ticket - Expired DMV Tags - 0



With the cost of a **TOW** over **\$300**, homeowners are encouraged to know the Association parking rules and to follow them. HOA parking rules can be found on the mailbox bulletin boards and at www.1600hamiltonplace.org.

Landscape Committee Report

The Board of Directors provides a budget and determines the guidelines that must be adhered to for landscaping maintenance and upgrade projects.

Ongoing work includes irrigation balancing and repairs, plant replacements, mulching and planting bed cleanup. Major planting bed work near the Huxley mailboxes was recently completed.

Long term planning work includes development of a control strategy of invasive kikuyu grass and completion of the 2012 bids for tree trimming, removals and replacements.

The Committee continues to monitor the landscaping and one significant issue is the loss of plants due to dog owner's failure to prevent their dogs from urinating on shrubbery. Dog owners, please control your dog.

www.1600hamiltonplace.org



Exterior Changes to your Unit

Please remember that the governing documents for the Hamilton Place Community Association require that all changes to the exterior appearance of your unit must have prior approval from the Board of Directors. This means that anytime you want to change the design of your entry or patio areas, you must first provide a written request for approval to the Board describing, in detail, the proposed changes. Failure to do so may result in the Board requiring that you change the modification, at your expense. The reason for this rule is to maintain the overall appearance of the complex as originally intended by the developer.

The CC&Rs stipulate that all doors and windows are the responsibility of the unit owners. Please make sure you have approval from the Board prior to installing new windows, doors and exterior light fixtures. In addition, the exterior of all window coverings must be white or off-white.

The architectural guidelines and the architecture change application are available on the HOA website at www.1600hamiltonplace.org.

1600 Hamilton Place Security Report - July 2012

The following incidents were reported to or observed by Hamilton Place security:

• Vehicle Burglaries/Vandalism	0
• Residence Intrusion	0
• Dumpster Divers	3
• Transients in Area	4
• Resident Issues	2
• Suspicious Persons or Vehicles	2
• Other	0
Total Incidents	11

In addition, 15 vacation checks were made during July. Our security officers frequently find garage doors open during the evening and early morning. Residents are reminded to ensure their garage doors are closed and secured properly.

In the event of an emergency, call 911 for San Jose Police. Report any incident after the fact to the Hamilton Place Security office (voicemail).

Neighborhood Watch works!

Real Estate Sales - July 2012

Sales at 1600 Hamilton Place as reported in the Mercury News Real Estate section during June:

- 1851 Ashmeade Court (970 SF) - \$325,000 (6/21/12)

Note: Year-to-date through June, there have been 8 sales in our community, compared to 10 sales for all of 2011.

Resident Open Forum at 6:30 pm in Clubhouse

Your Board is working in many areas to maintain and improve our community. Your input will help us stay focused on what's important. The Open Forum starts at 6:30 pm on the 2nd Tuesday of each month before the Board Meeting. Regular topics include security, landscaping, parking, architecture and maintenance.

Hamilton Place Street Sweeping - 8/16 & 9/20

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 mailbox bulletin boards.

1600 HAMILTON PLACE COMMUNITY ASSOCIATION

AGREEMENT FOR USE OF CLUBHOUSE & CLEANING AND SECURITY DEPOSIT

THIS AGREEMENT is made and entered into this _____ day of _____, 20_____, by and between the 1600 HAMILTON PLACE COMMUNITY ASSOCIATION, A California non-profit corporation ("Association") and HAMILTON PLACE MEMBER ("Clubhouse User").

RECITALS

- A. Association is the owner and entity charged with maintaining and regulating the use of the Common Area at 1600 Hamilton Place, including the Clubhouse.
- B. Clubhouse User is a member, or tenant of a member, of the Association by virtue of ownership of a residential housing unit at 1600 Hamilton Place and desires to utilize the Clubhouse in accordance with the regulations applicable thereto.

NOW THEREFORE, it is agreed by the parties hereto as follows:

1. Use of the Clubhouse: Clubhouse User is hereby granted the right to use the Clubhouse on _____, 20_____, from _____ AM/PM until _____ AM/PM.

**THE CLUBHOUSE EVENT IS RESTRICTED TO INSIDE
THE CLUBHOUSE FACILITY AND RESTROOM USE ONLY.
NO GUESTS ARE PERMITTED IN THE POOL, HOT
TUB OR DECK AREAS SURROUNDING THE CLUBHOUSE
(EXCEPT USE OF THE DECK AREA FOR ACCESS TO THE RESTROOMS).**

2. Use Fee: A separate check in the amount of **FIFTY DOLLARS (\$50)**.
3. Cleaning and Security Deposit: A separate check in the amount of **ONE HUNDRED DOLLARS (\$100)** received from Clubhouse User shall be held as a refundable Cleaning and Security Deposit. Clubhouse User shall return possession of the Clubhouse to the Association in the same condition in which it was found. Clubhouse User shall be required to clean the Clubhouse. Any cleaning or repair charges incurred by the Association shall be deducted from the Clubhouse User's Cleaning and Security Deposit. Should said deposit not cover all charges incurred, Clubhouse User shall immediately, upon receipt of an invoice, pay all additional amounts due. The Cleaning and Security Deposit may also be withheld if Clubhouse User is fined as a result of violating Clubhouse rules. All unexpended portions of the Clubhouse User's deposit shall be returned to Clubhouse User following inspection by the Volunteer Clubhouse Inspector and final determination of the amount to be returned.
4. Regulations Governing the Use of the Clubhouse: Clubhouse User's use of the Clubhouse shall be subject to 1600 Hamilton Place Declaration of Covenants, Conditions and Restrictions, Clubhouse rules adopted from time to time by the Association (attached), Association By-laws and any other and applicable rules and regulations. Clubhouse User covenants and agrees to conform to and abide by all of said rules and regulations including, without limitation, the following:

- a. Clubhouse User shall clean and secure the Clubhouse and restrooms at the end of the party. Clubhouse User shall lock said building and turn off all lights and appliances, except the refrigerator, after use;
- b. Clubhouse User shall be present whenever Clubhouse User's guests are in the Clubhouse;
- c. No pets of any kind shall be allowed in the Clubhouse;
- d. No undue noise shall be allowed in connection with the use of said Clubhouse so as to annoy residents of 1600 Hamilton Place;
- e. No more than seventy-six (76) people shall be allowed to utilize the Clubhouse;
- f. **No commercial use shall be made in the Clubhouse such as by charging admission to gain admittance thereto or solicitation for a commercial enterprise.**
- g. Keys to the Clubhouse will be returned to the Property Management Company within three (3) business days following the scheduled event or the Cleaning and Security Deposit will be forfeited. In the case of lost keys, the cost of re-keying security locks and producing all new keys necessary will be borne by the Clubhouse User.
- h. An emergency first aid kit is provided for medical emergencies that may occur during the use of the Clubhouse. The Clubhouse User shall notify the Property Management Company if any items are used from the First Aid Kit so that the kit can be restocked.
- i. Hours: Sunday through Thursday 8:00 am to 11:00 pm
 Friday and Saturday 8:00 am to 1:00 am
- j. No barbecuing, grilling, food preparation, or cooking of any kind allowed outside of the Clubhouse kitchen.

CLUBHOUSE USER ACKNOWLEDGES AND AGREES THAT COMPLIANCE WITH ALL APPROPRIATE RULES AND REGULATIONS IS HIS/HER RESPONSIBILITY AND ANY BREACH THEREOF BY GUESTS, INVITEES OR ANY OTHER PERSONS SHALL BE THE RESPONSIBILITY OF CLUBHOUSE USER.

5. Violation of Agreement: Should Clubhouse User violate any of the terms of this Agreement or of the Clubhouse Rules, Clubhouse User shall lose his/her Cleaning and Security Deposit, and following noticed hearing and opportunity to be heard, may be denied the use of the Clubhouse for up to twelve (12) months. In Addition, Clubhouse User shall be subject to such other discipline as provided in the 1600 Hamilton Place Declaration of Covenants, Conditions and Restrictions.

6. Attorney's Fees: Should Attorneys' or Arbitrators' fees be incurred in enforcing this Agreement through litigation or arbitration, the prevailing party may recover Attorneys' fees.

7. Cancellation Fee: A \$5.00 cancellation fee will be charged if not canceled within 48 hours of the scheduled date.

Executed the day and year first above written. **I have read and understand all of the above "Agreement for Use of Clubhouse & Cleaning and Security Deposit".**

NAME: _____

ADDRESS: _____

PHONE: HOME # _____ WORK # _____

PURPOSE OF USE: _____

SIGNATURE: _____