



# 1600 HAMILTON PLACE COMMUNITY ASSOCIATION NEWSLETTER MARCH 2019

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

## Next Board Meeting

The next Board of Directors meeting will be held in the clubhouse at 6:30PM on Tuesday, April 9, 2019. An agenda for the meeting is posted at the mailbox kiosks 5 days prior to the meeting date.

## Email Communication

### Reminder

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

Bill Hubbard, Association Manager  
Community Management Services  
1935 Dry Creek Rd, Suite 203  
Campbell, CA 95008  
(408) 559-1977 (24/7) / FAX (408) 559-1970

[bhubbard@communitymanagement.com](mailto:bhubbard@communitymanagement.com)

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

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

## Board of Directors

President: Heath Birkendahl  
Vice President: Deborah Finkel  
Secretary/Treasurer: Brian Finerty  
Director: Charlotte Frank  
Director: Bob Newman

## 1600 Hamilton Place Website

The most recently approved Board of Directors meeting minutes, as well as the most recent Landscape Committee meeting minutes, are both available for review on the association's website at [www.1600hamiltonplace.org](http://www.1600hamiltonplace.org).

## Important Information About Assessment Payments

Your Association maintains its operating/checking account (into which your monthly homeowner assessments are deposited) at Heritage Bank of Commerce. Heritage Bank of Commerce, in conjunction with Community Management Services, offers an automatic payment service for payment of homeowner dues with no monthly service charge. The Bank has made the enrollment process easier and added payment options. Simply go to the Heritage Bank of Commerce website at <https://www.heritagebankofcommerce.bank/Homeowner-Association-Services.aspx> to enroll or make changes.

**Please note: Community Management Services will no longer be able to make changes to your automatic payment EXCEPT for any change in assessments at the beginning year.**

## Results of the March Annual Voting

The Board thanks those owners who participated in the annual voting. The results are as follows:

There were a total of 92 ballots submitted, out of which 91 were validated as properly submitted.

Heath Birkendahl	82 votes, elected to a 2-year term
Brian Finerty	82 votes elected to a 2-year term
Charlotte Frank	83 votes elected to a 2-year term

IRS Resolution for 2019 89 votes in favor, 2 votes against, IRS resolution passed

The minutes from the March 13, 2018 Annual meeting were approved with a vote of 85 approving the minutes, with 5 members abstaining in the voting.

## Friendly Reminder to all Pet Owners from The Landscape Committee

Please be respectful of our landscaping by keeping your dogs out of all landscaped areas. You can either curb your pets (curb or sidewalk) or have them on the lawn areas, but please always pick up after your pets in either case. We have had to replace numerous plants due to urination or damage and would prefer to use this money on other landscape projects. Thank you very much.

## Updated Rules and Regulations, Welcome Letter

The Board recently approved updated pool, spa, and tennis court rules, as well as a Welcome Letter (all included with this newsletter). Please share these documents with members of your household and keep them with your other association files.

## Community Meeting on Security Fencing Scheduled for April 6th at 9 am

Please join us at the clubhouse on Saturday, April 6th, at 9am to discuss and provide your feedback on if, we as a community, we should consider installing security fencing in Greenwich and Ashmeade Courts. Board members have had discussions with eBay about partnering with our community to partially fund this effort. The meeting will likely take about an hour. Your input and perspective is very important and we look forward to seeing you at the meeting.

## Gutter Cleaning

Four Seasons Roofing has completed the cleaning of the roofs, gutters, and downspouts. The cleaning carries a "no clog" warranty until May 1, 2019. If you see that your downspout has become CLOGGED **after** the initial cleaning, please contact the CMS customer service dept. during normal business hours WITH THE EXACT LOCATION OF THE CLOG and they will arrange for Four Seasons Roofing to address the problem.

### **HAMILTON PLACE STREET SWEEPING SCHEDULE**

The San Jose Department of Transportation is arranging an enhanced sweeping of Hamilton Place on the 3<sup>rd</sup> Thursday of each month. Please avoid parking on Hamilton Place during business hours on the 3<sup>rd</sup> Thursday of each month so that the sweepers will have access to the street surfaces to clear leaves and debris.

### **MEDALLION LANDSCAPE MANAGEMENT SPRAY NOTICE**

One or more of the following chemicals may be applied on the days noted below:

#### **TUESDAY and THURSDAY**

#### **LIST OF POSSIBLE CHEMICALS TO BE USED:**

**Round Up Pro Max** – Herbicide – *Stay off treated area until dry*  
**Sluggo** – Snail Bait – *No restrictions for use*  
**Pro-Spreader** - Spreader/Sticker – *May cause eye irritation*  
**Pendulum** – Herbicide – *Stay off treated area until dry*  
**Seed Zone** – Herbicide – *Stay off treated area until dry*  
**Turflon Ester** – Herbicide – *Stay off treated area until dry*  
**Eagle** – Fungicide – *Stay off treated area until dry*  
**All Season Hort Oil** – Fungicide/Insecticide – *Stay off treated area until dry*  
**Answer For Pocket Gophers** - Gopher Bait - *Keep children and pets away while applying*  
**Wilco Gopher Getter** - Gopher Bait – *Keep children and pets away while applying*  
**Orthene** – Insecticide – *stay out of treated area until dry*

In compliance of Article 1, Section 6618, of the California Department of Food and Agriculture's Laws and Regulations, this document shall serve as advance notice of our intent to apply the described Pesticides, Herbicides, and/or Growth regulators to the Association's landscape in accordance with this schedule and pursuant to Contract requirements. Pesticide Information Sheets containing complete descriptions of the products to be applied have been provided to your designated representative. No application shall proceed should inappropriate weather conditions prevail on the day scheduled.

Please direct any questions to Medallion at 408-782-7500.

### **Keep Balcony Surface Drains Clear**

Please remember that it is the resident's responsibility to make sure all surface drains on their balconies and patios are kept clear of debris so that rain water can drain properly.

### **Master and Earthquake Insurance Renewal**

The master and earthquake insurance packages will renew in late March. Additional information regarding the levels of coverage will be included with the April newsletter.

### **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.

### **Detached Garage Guidelines**

Please review the guidelines for using electrical power in detached garages as their wiring does not accommodate excessive power usage.

Because the Association (and thus all owners collectively) and not individual owners are responsible for the cost of electricity use in detached garages and, due to the Board's belief that the detached garages were not wired for use of equipment with high energy requirements, the Board is proposing to adopt limits on the use of equipment with high electrical needs in the detached garages. The proposed rule prohibits the use in the detached garages of large appliances such as refrigerators, freezers, washers and dryers, and other heavy electrical devices as may be determined by the Board of Directors of the Association from time to time. As an alternative to relocating such equipment a homeowner could elect, after obtaining the Board's written approval and at the homeowner's sole expense, to have the detached garage in question rewired in such a way that the homeowner would be solely responsible for the metered electricity used and would be solely responsible for any damages resulting from such rewiring and usage. The homeowner would be responsible for indemnifying the Association from any damages suffered as a result of such rewiring and/or usage.

### **Proposed Addition to the Satellite Dish Installation Guidelines**

The Board is proposing to add rule #9 to the existing dish installation guidelines. Please submit any questions or comments on the proposed change to Bill Hubbard prior to the next Board meeting in April.

1. The dish must be located in a restricted common area (balcony or patio).
2. The dish must be installed to be as unobtrusive as possible.
3. The dish may not be affixed to any building or fence surface. It must be attached to a free standing base or pole.
4. The size of the dish must not exceed 1 meter at its widest point.
5. The highest part of the dish must not exceed the bottom of upper unit balcony (if being installed in a patio area) or must be lower than the roof line (if being installed on a balcony).
6. Cables must be installed in as inconspicuous manner as possible and be water-tight at the entry point into the unit and painted to match the surface on which they are affixed within 30 days of installation.
7. The resident is responsible for removing and reinstallation of dish if removal is necessary in order for the Association to address a maintenance item for the unit in the area of the dish or upon vacating the premises.
8. The dish must be removed and any damage caused by its removal repaired upon vacating the premises.
9. *If an existing tree located in the common area needs future trimming in order to provide an unobstructed sight line for the dish, the trimming will be done in accordance to acceptable tree maintenance practices by the association's arborist at the unit owner's expense.*

## ***1600 HAMILTON PLACE COMMUNITY ASSOCIATION***

### **TOP TEN THINGS TO REMEMBER ABOUT LIVING IN OUR HAMILTON PLACE COMMUNITY**

Welcome to your new home in 1600 Hamilton Place!

In order to maintain a community that provides an enjoyable living environment and protects the value of each of our investments, we have a Homeowner's Association with governing documents. Each owner and resident is expected to read and comply with the governing rules and to share them with their tenants and guests. Owners are responsible for the actions of their residents, tenants and guests. To help everyone avoid potential rules violations fines, we have prepared a summarized list relating to the most common infractions. This list will be updated from time to time and we urge you to review them on the Association's website ([1600hamiltonplace.org](http://1600hamiltonplace.org)) every so often to keep up to date on any changes.

**1. PARKING** -- We are all assigned parking in garages, carports and/or reserved parking spaces. Limited additional space is made available in the form of open or unmarked spots and guest spots. Open spots are provided on a first come first served basis and may not be occupied by the same vehicle (Resident or Guest) for more than 24 consecutive hours. No more than one vehicle from a household may be parked in "Open" parking at any one time.

Pursuant to the rules published on the Association's website residents are not to park in parking spaces designated "GUEST ONLY". Guest only spots are only for Guests and may not be used by Guests for more than seventy two consecutive hours or on more than three (3) separate occasions within any seven-day period unless approved in writing by prior arrangement with the Management Company. Any visitor who violates the limitations imposed on Guest parking may thereafter be deemed a resident for purposes of the above limitations.

Violation of the rules regarding parking may lead to penalties being imposed and/or towing at the owner's expense (including, but not limited to, towing and storage expenses and attorney's fees, if applicable). Unit owners should make any tenants and guests aware of the parking rules. Vehicles parked within the community are required to display up to date DMV tags.

**2. GARBAGE** -- Separate recyclables and yard waste from general garbage. Recyclables should only be placed in the identified recycle bins in the garbage enclosures. Yard waste should be placed only after the weekend for Wednesday pickup and only in the designated spots on the Hamilton Place circle as found on the Association's website. Cardboard boxes should be emptied into the appropriate bin and then must be broken down (flattened) before being placed in a recycle bin. Do not leave anything in the garbage enclosures unless they fit in the appropriate dumpster. If an item does not meet the rules above it must be disposed of only in other permitted ways. You may wish to visit the city's website ([sanjoseca.gov](http://sanjoseca.gov)) for information on other disposal options.

**3. COMMON AREAS** -- Residents are not permitted to put, store, attach or otherwise decorate anything in the common areas of the complex (including, but not limited to the landscaped areas, stairwells and sidewalks as well as exteriors of the buildings).

**4. RESTRICTED COMMON AREAS** (including patios/balconies/carports) -- Owners shall maintain a 3 foot barrier between trees and buildings. Nothing may be placed on the top of fences. Any strings of lights used must be installed below the tops of fences with the actual light bulbs not visible outside the fence, except during designated holidays. Any constructive changes (including but not limited to pavers, concrete, decks, fire pits, electric lighting, irrigation, etc...) require prior approval from the Association's Architectural Committee after submission of a request as outlined in the Architectural Committee section of the Association's website

(1600hamiltonplace.org). Holiday decorations must be removed no later than 30 days following the conclusion of the holiday. Barbecues used on second story balconies may only use propane tanks in a size as permitted by the city of San Jose and may not use charcoal. Food and water for pets should not be left unmonitored as they may attract vermin and other unwanted critters. Except as permitted by law and/or the Association's governing documents signs shall not be posted in patios or on balconies.

5. ARCHITECTURE -- Owners must submit a written request to the Association's Architectural Committee in the form found on the Association's website prior to the installation/modification of any of the following (non-inclusive list): windows/doors/screen doors/cameras/antennas/electric vehicle charging stations/etc. If in doubt as to whether a written request is necessary...ask first. Nothing may be attached to an architectural element without the prior written consent of the Architectural Committee.

6. PETS -- All dogs must be on a leash in the common area. Residents are responsible for removal and disposal of pet waste in the garbage bins only. Pets should not be allowed to wander into plant beds as they may damage plants (at significant cost to the Association). Residents are responsible for the actions and noise of their pets. Excessive barking is considered a nuisance and is not permitted. Dogs should not be left alone on a patio or balcony when its owner is not present to monitor the pet's behavior.

7. SMOKING -- Pursuant to Santa Clara County ordinance NS625.6 smoking is prohibited in the common areas of the complex.

8. LANDSCAPING -- The landscaping in the common areas is under the sole control of the Board of Directors and the designated Landscape Committee. Residents are not permitted to make any changes to the landscaping in the common areas without the prior written approval of the Board or the Committee. Any request for action should be submitted in writing to the Property Manager. Please refer to the Landscape Guidelines section of the Association's website (1600hamiltonplace.org) for further information, including information on patios and balconies.

9. SECURITY -- The Association has engaged Security personnel to patrol the complex for a certain number of hours each day to help enforce the rules for the Association as well as to provide a visual deterrent for crime. Due to the high cost of such service it is limited in time and scope. If a resident encounters a dangerous situation the resident should contact the San Jose Police department at 911. You may also call the Security office after the fact at 408-371-1715 and leave a voicemail as to the reason for your 911 call and the results of the call. This helps the Association to keep tabs of suspicious activity in the neighborhood. If all residents keep an eye out and report suspicious activity we are hopefully all less likely to be the victims of crime.

10. POOLS AND TENNIS COURTS -- Please see the Association's website for rules regarding their use and permitted times for use. Specifically note that because of the expense of maintaining the surface on the courts they should be used for tennis only. All residents are required to be aware of and to comply with the rules and to be considerate of neighbors when using such facilities. As of the date of these rules the pools and pool areas are open for use from 8AM to 10PM weekdays and until 11PM on Friday and Saturday evenings. The tennis courts are open from 8am to sundown daily. Non residents should not be allowed access to the pools and tennis courts unless accompanied by a resident. Guests of residents must be accompanied at both the tennis courts and the pools.

1600 HAMILTON PLACE COMMUNITY ASSOCIATION

Pool and Spa Rules

Pool & Spa Hours:	Weekdays:	8:00 AM to 10:00 PM
	Friday & Saturday	8:00 AM to 11:00 PM

- There is no lifeguard on duty, therefore, persons under the age of 14 must be accompanied and supervised by an adult resident (18 or over) who will assume responsibility for any damage or injury.
- No pets, glassware, bicycles, skateboards, and/or roller skates are allowed in the pool and spa area. Running and horseplay are prohibited.
- No parties, cooking and/or food preparation in the pool and spa areas.
- No smoking anywhere in the common areas of the community, including the pool and spa areas.
- Infants must wear diapers and rubber pants in the pool. Diaper changing in pool area is prohibited; please use restroom.
- No flotation devices, balls, inner tubes and Frisbees allowed. Safety swimming aids for children are allowed.
- Pool and spa use is reserved for 1600 Hamilton Place Community Association owners, tenants, and their invited guests, when accompanied by the legal use owner or tenant.
- 1600 Hamilton Place Community Association Residents are allowed four (4) guests per household. Guests must be accompanied by an adult resident. Guests must abide by all rules, residents will be held responsible for the conduct of their guests.
- Showers are requested to be taken prior to entering the pool or spa. Swim caps are requested for all persons with long hair.
- Any activity creating undue noise, such as yelling or loud radios, is prohibited.
- Pool furniture must remain in pool and spa area. Please return pool furniture to its original (approximate) position and place.
- Entry gate must be closed and locked after entering or leaving the pool or spa area.
- Manufactured swim attire must be worn (no blue jeans, cutoffs, etc.).
- There will be one pool key provided for each lot which will also serve as membership identification. There will be a \$40.00 charge for replacement of lost keys. When selling your unit. Owners are responsible to turn the key over to the new owners.
- Leave the pool and spa areas in clean condition. Remove and properly dispose of all litter.
- Please observe your right to ask any individual or group who is obviously in violation of the rules to cease that activity immediately. You also have the right to ask any individual or group to identify themselves with their pool key.

Adopted 2-12-19

## 1600 HAMILTON PLACE COMMUNITY ASSOCIATION TENNIS COURT RULES

- Court hours are from 8:00 A.M. to Dusk
- Court use is limited to “Village” residents and their guests only. Guests are allowed to play only when a “Village” resident is playing with them.
- The courts are for open play and will be used on a “first come, first serve” basis.

Exception: One of the two courts may periodically be reserved for an open tournament among Village residents, or a tennis social among our residents and guests. At least ten (10) days prior notice to the date of the tournament or social function must be given to the Recreation Facilities Coordinator. Signs will be posted on the courts to alert Community Association members at least one week prior to any tournaments.

- Tennis shoes must be worn on the courts at all times. NO EXCEPTIONS.
  - Tennis courts will be used for tennis play only. No other activities (bicycles, skateboards, rollerskates, etc.) will be permitted.
  - When people are waiting, the following playing time limits are imposed:  
A playing time of one (1) hour so singles and one and one fourth (1 ¼) hours for doubles, or two sets, whichever occurs first.
- Exception: When playing in a tournament open to all Village residents, three sets (if necessary) may be played to determine the match winner. Tie breaker rules are to be observed if any set ties at 6-6.

OR

Thirty (30) minutes rallying or practice time. Note: A maximum of five (5) minutes warm-up time will be allowed.

- No food or drinks in glass containers will be permitted on the tennis courts.
- No pets allowed in the tennis court areas.
- Courts will be closed periodically for cleaning.
- Leave the court in a clean condition. Remove and properly dispose of all litter.
- Always use “guards” for metal racquets to prevent dents and scratches on the court.
- Residents are encouraged to report any rules violations to the association manager or bring it up for discussion at our Community Association meetings on the second Tuesday of each month at 6:30.

Adopted 2-12-19