

**1600 HAMILTON PLACE COMMUNITY ASSOCIATION**  
**NEWSLETTER**  
**FEBRUARY, 2021**

**Next Board Meeting**

The next Board of Directors meeting will take place at 6:30PM on Thursday, February 18, 2021. More information regarding whether the meeting will take place in the clubhouse or by ZOOM meeting platform will be included on the agenda posted at the mailbox kiosks the week prior to the meeting.

**IMPORTANT: MASTER INSURANCE POLICY INFORMATION**

The association's master insurance and earthquake coverage programs renew on March 24, 2021. Please note that, since the premiums are paid all at one time and not financed over 12 months at an additional expense, the association typically borrows a portion of the renewal amount, which is an operating expense, from the reserves and then pays the reserves back by the end of the fiscal year. You can directly help keep the premiums for the property damage portion of the master policy down by adhering to the following suggestions:

1. Replace the supply hoses to your washing machine annually or better yet, turn off the water supply to your washing machine after each use.
2. Have heating, ventilation, and air conditioning inspected and overflow lines cleaned annually.
3. Have the water heater inspected for leaking or corrosion and replace as needed. The life expectancy for a water heater is 10-12 years. If yours is older than that, it will most likely fail in the near future, causing water damage to your unit.
4. Know how to turn off the main water line into your unit. The valve is normally located along with a hose bib in entry patio of your unit, or by the entry stairs if you live in an upstairs unit.
5. Regularly inspect washing machine hoses, supply lines, ice makers, dish washers, and other appliances that use water.
6. TURN OFF THE WATER MAIN LINE WHEN YOU ARE GOING TO BE AWAY FOR A PERIOD OF TIME. If you live in a first-floor unit, your main water line valve is located in the patio area. If you live in a second-story unit, your main water line valve is located adjacent to the entry steps.

**Annual Voting and Meeting**

You will soon receive your annual member voting ballot from HOA Election Solutions for the annual election of the Board, approval of the IRS Resolution, and approval of the 2020 annual meeting minutes from the election inspectors at HOA Election Solutions. Please be sure to follow the instructions for completing and submitting your ballot so that it counts towards the voting results. The annual meeting will take place on March 9, 2021. More information will be provided as the meeting date approaches.

**Holiday Decorations and patio lights**

The Board of Directors would like to wish everyone a very Happy and Safe New Year and remind all residents that exterior holiday decorations/lights should be removed by January 30, 2021. A reminder that any non-holiday patio lights must be installed so they cannot be seen from the common areas.

## **IMPORTANT- - MONTHLY ASSESSMENT PAYMENTS –**

### **IF YOU HAVE AUTO-WITHDRAWAL WITH HERITAGE BANK**

Please note if you have automatic payment of assessments set up through the Association's bank, Heritage Bank of Commerce, you must contact Heritage Bank to authorize an increase in the assessment withdrawal payments for 2021! You may contact Heritage Bank by calling them at 1844-489-0999 or by going on their website at <https://www.heritagebankofcommerce.bank/Homeowner-Association-Services.aspx>

You will need your account number (on your monthly billing statement), your association number (0104) and your client ID (711).

If you are using an online check paying service, you will need to contact the service to adjust the payment amounts for 2021. **Failure to contact Heritage Bank or your bank with this change may result in the association imposing late fees and interest to your account for the insufficient assessment payments.**

### **Landscaping Reminders:**

**Do not let dogs pee on new lamp posts or in plantings:** Pet urine is corrosive to metal and has killed some of our plants, especially new plantings. Please mind your dogs to pee in the grass, preferably near the curb, and not to wander through the plantings or mulch.

**Prune citrus trees and pick up fallen fruit DAILY!** The association is aggressively enforcing the rule to maintain patios as there appears to be a link between fallen fruit and increased rodent activity. This is the time of year when ripe citrus fruits especially fall inside and outside patio fences. Residents are encouraged to pick the ripe fruit they will not be using and to prune trees away from fences where rodents can reach them. Residents (not the landscapers) are responsible for picking up any fallen fruit on a DAILY basis.

### **Daylight Savings on March 7, 2021 Don't Forget These Maintenance Suggestions**

Don't forget to replace the batteries in all of your smoke and carbon monoxide detectors! Daylight savings time is also a good time to check the condition of all water supply lines inside your home – to clothes washer, sinks, dishwasher, and toilets. Finally, don't forget to have your dryer vent inspected and cleaned, if necessary!

### **Updated Window Coverings Guidelines**

During the January 12, 2021 Board meeting, the Board approved the following guidelines:

1. Board or Architectural Committee approval required prior to installation.
2. Window coverings include drapes, blinds, shades, and shutters
3. Window coverings must have a white or off-white exterior facing color
4. No foil, reflective, or tinting of windows will be permitted.

Please keep these guidelines in mind if you are thinking about changing or updating your window coverings.

### **Gutter Cleaning**

Four Seasons Roofing has completed the annual cleaning of the roofs, gutters, and downspouts. The cleaning carries a "no clog" warranty until May 1, 2021. 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.

### **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).

### **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 – 2021**

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 – *on planting beds and cement walkways, not on lawn areas*

**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

### **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 Services or they will not be opened.

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