

1600 HAMILTON PLACE COMMUNITY ASSOCIATION
NEWSLETTER
FEBRUARY 2023

Next Board Meeting

The next Board of Directors meeting will take place in the clubhouse on Tuesday, March 14, 2023, immediately following the conclusion of the annual meeting. More information will be included on the agendas posted on the bulletin board adjacent to the clubhouse entry doors 4 days prior to the meeting. (PLEASE NOTE THAT YOU MUST BE AN OWNER OF RECORD FOR YOUR 1600 HAMILTON PLACE PROPERTY TO ATTEND THE BOARD MEETINGS).

Rules Enforcement Procedures

The Board recently updated the Rules Enforcement Procedures. A copy of the updated information is included with this newsletter for your files.

Signs Guidelines

The Board recently updated the guidelines for displaying signs. A copy of the updated information is included with this newsletter for your files.

IMPORTANT: MASTER INSURANCE POLICY INFORMATION

The association's master insurance and earthquake coverage programs renew on March 24, 2023. 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 and approval of the IRS Resolution. 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 in the clubhouse at 7PM on March 14, 2023. Agendas will be posted at the mailbox kiosks 4 days prior to the meeting.

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, 2023. A reminder that any non-holiday patio lights must be installed so they cannot be seen from the common areas. The holiday and patio lighting guidelines are below:

No decorative patio lighting is permitted except during the 2 weeks prior to a holiday through 30 days following a holiday unless the lights are installed in a manner that prevents them from being seen from the common area (below the patio fence line).

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, 2023. 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.

HAMILTON PLACE STREET SWEEPING SCHEDULE

The San Jose Department of Transportation is arranging an enhanced sweeping of Hamilton Place on the 3rd Thursday of each month. Please avoid parking on Hamilton Place during business hours on the 3rd 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

You can find the landscaping spray notice posted on the bulletin board next to the clubhouse entrance doors. Please direct any questions regarding the information on the notice to Medallion Landscaping at 408-782-7500.

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

(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

1600 HAMILTON PLACE COMMUNITY ASSOCIATION

ENFORCEMENT PROCEDURES

Updated 1-9-2023

A. Infractions of Operating Rules:

The Association operating rules are intended to minimize the occurrence of most situations that may otherwise lead to unfriendly confrontations among residents and/or visitors. To enforce one of these rules the Association is empowered to levy reasonable fines, provided that the rule is reasonable, nondiscriminatory, and consistent with the governing documents.

The Board prefers to achieve voluntary compliance with the Operating Rules, but it will impose penalties, if necessary, to discourage violations of these rules. Actions the Board may take include:

1. Removal of animals that constitute a nuisance.
2. Towing of vehicles under some circumstances.
3. Monetary fines reasonable in relation to the offense.
4. Court orders.

B. Determining that an infraction has occurred

An infraction of an Association Operating Rule may be either an act of failing to do what is required or of doing what is not permitted. To obtain enforcement of any Association Rule, a resident should call any infraction of it to the attention of the Association Manager. The Manager shall notify the homeowner alleged to be responsible for the alleged infraction, and that homeowner will have 15 days to respond to the charge.

C. Penalty for infraction of an Operating Rule

If monetary fines are imposed, action shall follow this schedule:

First Occurrence:

Manager shall notify the violator (in the case of a tenant or guest, will also notify the homeowner of record) in writing of the nature of the infraction, giving all information necessary to properly identify the infraction.

Repetition of an Infraction:

After a repetition of an infraction by someone who has received a warning letter within the previous 12 months, the association may impose a penalty, following a Rules Violation Hearing before the Board of Directors, according to the following schedule of penalties:

First Infraction:	Warning Letter
Second Infraction:	\$100 fine
Third Infraction:	\$200.00
Each Subsequent infraction:	\$200.00

A fine imposed as penalty for repeated violation of an Association Operating Rules will be assessed against the homeowners lot and shall be treated in accordance with Articles III, IX, and XIV of the CC&Rs. Penalties imposed are payable immediately and failure to pay will result in the levying of late charges and interest and may result in suspension of the owner's right to vote or make use of Association Common Area Facilities.

1600 HAMILTON PLACE COMMUNITY ASSOCIATION

SIGNS GUIDELINES

Adopted 1-9-23

To maintain the aesthetics of the community, control of signs is mandatory. Accordingly, the following rules have been adopted:

1. The only signs allowed in the common area adjacent to the entry stairs or gate will be those offering a home For Sale or For Lease.
 2. Signs located in the common area must be standard real estate size.
 3. Signs must not be attached to any part of the building or fences.
 4. One sign may be placed in a window and one sign may be placed in the common area in front of the unit for sale or lease.
 5. Advertising literature, including political posters, will not be allowed to be posted on garages, mailboxes, doors, or any common area portion of the community.
- All other signs or banners must be solely contained within the restricted common area patios and must not be deemed offensive in nature. Political signs can only be displayed between 30 days prior to and 7 days following a scheduled voting day.