

April, 2021



Castilleja del Arroyo

## Castilleja del Arroyo HOA Newsletter

[www.CastillejaDelArroyo.com](http://www.CastillejaDelArroyo.com) / [CastillejaDelArroyo@gmail.com](mailto:CastillejaDelArroyo@gmail.com)



Find us on Facebook at [www.facebook.com/cdahoa](http://www.facebook.com/cdahoa)

*(Una versión en español de este boletín está disponible a petición del administrador local al (925) 290-7456.)*

### CDA Board Members

President - John Howard  
Vice-President - Charles Katz  
Secretary - Chong Knowles  
Treasurer - Kevin Hawley  
Director - Dorota Meller

### Keys & Hang Tags

We have received some questions recently about the various keys and parking hang tags used here at CDA by residents, including questions about what to do if they are lost.

**Laundry Room/Pool Key:** After the laundry room renovations were completed in 2011, we issued two new laundry room/pool keys to each unit owner for free. Along with the keys, we included a note to the owners that a replacement key would cost

\$50. If you purchased your unit after this distribution, the keys would be included with your purchase from the previous owner. Unfortunately, if you did not receive them from the previous owner, you would have to purchase new ones from us and seek reimbursement from the previous owner. Please note - if your key is lost here on the property, please contact the Onsite Manager to see if they were turned in before purchasing a replacement.

**Mailbox Key:** The mailboxes were replaced in August, 2013. At that time, we sent two mailbox keys for each mailbox to their respective owners or, if we had received written authorization, gave them directly to the owner's tenants. Documentation showing the receipt of each set of keys is stored with management. The Association does not have copies of these keys. If the two keys are lost, the owner will have to replace the lock on the mailbox. This can be done by the owner in cooperation with the US Postal Service, who will need to open the master doors of the appropriate mailbox for the replacement. On the CDA HOA website, there is information and a link about the specific locks used on our mailboxes.

**Unit Key:** The Association does not have copies of keys to individual units. These are the sole responsibility of the unit owner.

**Parking Hang Tag:** The new parking hang tags were distributed in June, 2014. We issued one hang tag to each unit owner for free and documentation showing the receipt of each hang tag is stored with management. Along with the hang tag, we included a note to the owners that a replacement hang tag would cost \$50 and the previous hang tag would be voided. (Please note - any voided hang tags discovered in use on the CDA HOA property will result in immediate towing of the applicable vehicle.) If you purchased your unit after this distribution, the hang tag would be included with your purchase from the previous owner. Unfortunately, if you did not receive it from the previous owner, you would have to purchase a new one from us and seek reimbursement from the previous owner.

For tenants, if you do not have any of these keys or the hang tag, please get them from your landlord. The Association will sell laundry room/pool keys to tenants. However, only owners may purchase parking hang tags due to the issue with the previous tag becoming voided and the consequences to vehicles if voided hang tags are discovered in use on the CDA HOA property.

Please contact Lydia Zuniga at (925) 243-1797, x108, for replacements.

### Management

Onsite Manager  
Greg Knowles, CCAM  
(925) 290-7456

Offsite Manager  
Nathan Mitchell - NAM  
(925) 243-1797, x103  
[nmitchell@neighborhoodam.com](mailto:nmitchell@neighborhoodam.com)

### Play/Temporary Structures

We have received questions in the past regarding whether play or other temporary structures could be placed on the Common Area of the complex. A typical play structure would be an inflatable structure called a "Bounce House".

The HOA Board reviewed the issues regarding these structures and determined they would not be allowed to be placed anywhere in the Common Area. The primary factor in this decision was the liability that would be assumed by the Association and its members if someone were injured or killed while using such a structure on Association property.

We are sorry that this decision may adversely affect residents of our complex. But, we are confident you understand why this decision had to be made this way.

# Future CDA HOA Board Meetings

## May 11 & July 13

(Annual Member's Meeting - June 15)

All Board meetings start at 6:30 pm in the Meeting room on the second floor near Unit 94.

If you wish to attend the meeting by Zoom, you will find the link in the CDA Calendar on the CDA website - CastillejaDelArroyo.com.



If your vehicle has been towed, please contact Allen's Automotive & Towing at (925) 443-1767.

They are located at 185 North K Street, Livermore CA 94550.

### CDA HOA Insurance

**Aaron Katz**

Charles Katz Insurances Services  
7011 Koll Center Pkwy, Suite 180  
Pleasanton CA 94566  
(925) 484-5900, ext. 224  
Aaron@CharlesKatzInsurance.com



### Police Information

**For all emergencies  
CALL 911**

Non-Emergencies  
(925) 371-4900

Animal Control  
(925) 371-4848

Graffiti Hotline  
(925) 373-5600

Gang Tip Hotline  
(925) 371-4790

## Project Updates

1. Aluminum Connector Retrofit: As of now, about 85% of the complex is complete. For those of you that still have not had this required work done, please contact the Onsite Manager at (925) 290-7456 to schedule this work in your unit.
2. "Unit 21 Fire": Reconstruction has begun on these units. Unfortunately, due to delays in receiving materials from vendors, it appears this project will not be complete until the end of May, 2021.

## Notice of Annual Meeting & Board Candidate List

The Annual Meeting of the CDA HOA Members will take place on Tuesday, June 15, 2020, at 6 PM. At this meeting, the Members will elect two of the five (2 of 5) CDA Board members. The nomination period closed on April 14th, and the nominees for the two vacancies are John Howard and Charles Katz, who are current members of the Board. The remaining schedule for the Annual Meeting and election is as follows:

- Friday, May 14 Ballots mailed to all Members
- Tuesday, June 15, 5 PM – Ballot return deadline to Neighborhood Association Management office, but may bring to the meeting
- Tuesday, June 15, 6 PM – CDA Annual Meeting, which includes counting ballots

Prior to mailing the ballots to you on May 14th, all Members have the right to verify the accuracy of individual information on both the Candidate List and Voter List. Please contact Neighborhood Association Management if you would like to review these lists.

## Water Conservation

Unfortunately, we have had a disappointing water year and in our area we are currently in a moderate drought. Therefore, please try to conserve water where you can. Don't leave water running and fix any leaks you might have. Thanks!