



# Carriage Hills

RESIDENTS' ASSOCIATION

December 2011



## Carriage Hills Residents' Association

[www.carriagehillsRA.org](http://www.carriagehillsRA.org)

### Board of Directors

**Dave Hollingshead**  
President

**John Schofield**  
Vice President/Secretary

**Sharon Collins**  
Treasurer

**Marvin Yudenfreund**  
Director

**Shams Naqvi**  
Director

### Committees

**Dave Hollingshead**  
Landscape Committee Chair

**John Schofield**  
Architectural Committee Chair

**Marvin Yudenfreund**  
Neighborhood Council Chair

**Shams Naqvi**  
Richmond City Council Liason

**Association Communications, Inc.**  
533 Moraga Road  
Suite 200  
Moraga, CA 94556  
Ph: 925.283.4900  
Fx: 925.376-4901  
[www.aciho.com](http://www.aciho.com)

**After Hours  
Emergency Service**  
925.283-4900—Ext. 0

**Robyn Hetland, CCAM**  
Association Manager  
[robyn@aciho.com](mailto:robyn@aciho.com)  
Extension 226

**Stacey Salsedo**  
Assistant Manager  
[stacey@aciho.com](mailto:stacey@aciho.com)  
Extension 221

**Licia Hofmann**  
Payments (A/R)  
[licia@aciho.com](mailto:licia@aciho.com)  
Extension 224



## Drainage Easements

Last year, the Carriage Hills Community had several drains back up due to debris not being cleared from the drains. This year we'd like to avoid these conditions during the upcoming rainy season.

Prior to the rainy season, we ask everyone to check the back yard drainage easements to make sure the drains are not plugged with trash, leaves or any type of debris that would cause flooding. Flooding can cause major damage to homes, trees and landscape.

Winter is right around the corner and being proactive is the key to preventing major issues such as flooding. Please take the time to protect your family, your homes and our property by clearing the drains.

***If you have any concerns about something in the Community that may become an issue such as flooding, please feel free to contact ACI Management 925.283.4900 x 221***

## Crime Awareness

Officer Lynette Parker, Richmond Police Department, spoke at the October 18th Board of Directors meeting. Carriage Hills is in beat 9, protected by Officer Parker along with 5 other officers. Beat 9 ranges from El Portal/Rolling Hills Hilltop area to the end of San Pablo Dam Rd. Officer Parker is in the process of creating a website so homeowners will have access to newsletters, crime updates and emails to bring crime awareness to residents. In addition, Officer Parker, along with 30 students from the explorer program, walked the Carriage Hills Community during the 1st and 2nd week of November, going door to door to provide information to homeowners on how to protect themselves, their homes and vehicles.

**To report any suspicious activity call 510-233-1214 or 911 for emergencies.**  
Preprogram this number into your cellular telephone.

For further information and crime statistics for your neighborhood, check the following website  
<http://www.ci.richmond.ca.us/index.aspx?nid=82>  
<http://crimeview.ci.richmond.ca.us/crimeviewcommunity/>

## Curb Appeal and Exterior Maintenance

Our team at ACI Management tours the neighborhood twice a month to monitor maintenance needs in the common area and your lots. Specifically, we look for homes yards and fences that need maintenance. Lawns should be mowed regularly, and any browning or weeds should be corrected. Your homes should be painted every five to seven years and all broken fencing repaired. After the inspection, we send notices indicating what action is needed by the homeowners to correct any issues. The Board reviews the log of all issues noted by ACI Management at every meeting. If you are notified about any maintenance needs, then please respond as requested so that we will understand your plans.



Thank you!

## Fall Maintenance....

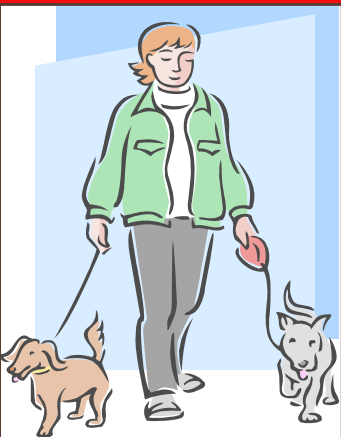


The fall season is here and the weather is changing. Here are a few helpful tips to keep in mind through the transition to winter weather:

- ◆ Remove all loose items from landscape, walkway areas and yard furniture. Unsecured items can easily be swept away with heavy winds or rains.
- ◆ Wrap and insulate outdoor pipes to prevent freezing and cracking.
- ◆ Schedule appointments in advance for chimney cleaning and furnace service to ensure your family's safety.
- ◆ Dryer duct cleaning should be done on a routine basis and especially during the cold season as washers/dryers are used often for rainy day house chores.
- ◆ Check your smoke detector and carbon monoxide detector each fall when the time changes.
- ◆ Remove leaves, branches and any debris from gutters to prevent water damage.



## Leash Law



We would like to reiterate the leash law and provide a reminder of other common courtesies for pet owners. The Governing Documents state “No pet shall be permitted outside of the Owner’s Lot unless the pet is under leash restraint. The Owner of any pet which is outside of the Owner’s Lot and which is not under leash restraint shall be in violation of the leash law and may be removed from the Project. The Board shall also specifically have the right to prohibit the maintenance of any pet which, after Notice and Hearing, is found to be a nuisance to other Owners.”

Please remember that as pet owners **you** are required to pick up after your pet. Please remember to bring a baggie to pick up after your pet and deposit what you collect in your own trash can. This is particularly important if Fido is interested in any of your neighbors’ yards.

**Thank you very much for your cooperation with this  
and for showing respect to your neighbors.**



## Carbon Monoxide Detectors Required by Law

As you may know, the California Carbon Monoxide Poisoning Prevention Act of 2010 (California Health & Safety Code SS 13260 et seq.) is now law. The law requires carbon monoxide detectors to be installed in every "dwelling unit intended for human occupancy". This applies to any unit that has appliances such as a natural gas stove, natural gas heater, a fireplace or an attached garage. Carbon monoxide detectors must be installed in existing single-family homes no later than July 1, 2011 to be in compliance with the law. New homes were required to have these installed beginning January 1, 2011. Other types of dwellings, such as condominiums, townhomes, duplexes and similar residences, are required to comply no later than January 1, 2013.



Carbon monoxide is incredibly dangerous and potentially deadly. Complying with this new law can save your life or the lives of members of your family. If you haven't obtained carbon monoxide detectors for your home yet, you are encouraged to do so immediately. You can purchase carbon monoxide detectors at a wide variety of hardware stores or online. Not only will you be in compliance with the law but you and your family will also have a warning should this odorless, colorless, harmful gas accumulate in your home.

## Important information



### To report street lights that are broken or out:

<http://etrakit.ci.richmond.ca.us/CRM.aspx>

### Street Paving-

- ◆ Street paving on Coach Drive and Cutter Lane are completed. We are continuing in our efforts with the City of Richmond to get Buckboard Way and remaining arteries repaved.

**City of Richmond website [www.ci.richmond.ca.us](http://www.ci.richmond.ca.us) has a great resource of information for everyone.**

- ◆ Youth Activities
- ◆ Senior Programs
- ◆ Public Safety
- ◆ Volunteer Services
- ◆ Community Information: Arts & Culture, Parks, Library, Government information and Environmental initiatives.

**Log on and see all the information that is available at your fingertips. You'll be amazed!**

### We are pleased to announce that Association Communications moved to a new office in Moraga.

Please note our new address and fax number and update your records as appropriate, effective 10/10/11:

**Association Communications, Inc.**

533 Moraga Road, Suite 200

Moraga, CA 94556

Phone: (925) 283-4900 (stays the same)

Fax: (925) 376-4901 (new)

**Our email addresses will stay the same.**

The new address applies for any written correspondence, architectural applications or other management-related requests. All assessment payments will continue to go to First Bank at P.O. Box 15003, Vallejo, CA 94591-1903 as usual.



**ACI Management Office will be closed Friday, December 23rd and close at noon Friday, December 30th in observance of the holidays. For immediate assistance please dial (925) 283-4900 ext. 0.**



**Need Some Help?**  
**Call Association Communications, Inc.**



Association Communications, Inc. (ACI) is available to help take care of issues that come up. Stacey Salsedo is the Assistant Manager for Carriage Hills and can help with things like:

- Project Questions
- Architectural Requests
- Common Area Irrigation Repairs
- Any Community Issues

Feel free to contact her  
[stacey@acihoa.com](mailto:stacey@acihoa.com) or 925.283.4900 Ext. 221.



*Carriage Hills*



RESIDENTS' ASSOCIATION

533 Moraga Road Suite 200  
Moraga, CA 94556  
[www.aciho.com](http://www.aciho.com)

«Customer»  
«Address Line 1»  
«Address Line 2»  
«City ST ZIP»



All homeowners are welcome and encouraged to attend all open Board meetings.



### Board of Directors Meeting Schedule

*January 17, 2012*

*February 21, 2012*

Board meetings are held the third Tuesday of every month at 7:00 p.m. **No meetings held in December**

Location:  
May Valley Community Center  
3530 Morningside Drive  
in El Sobrante

Agendas for each open Board meeting are posted on the bulletin board at each of the mailbox areas four days prior to the meeting.

