

Holbrook Heights

Community Association Newsletter

February 2004

Celebrating 50 years!

1953-2003

Message from the President

Doug Lower, President

Hello, fellow homeowners. It's that time of year. Time for the Annual Meeting of all the homeowners in the association. We've scheduled the meeting for Tuesday, March 23, 2004 at 7:00PM at Holbrook Elementary School. In order to conduct business, we need at least 20% of the homeowners to attend or send in a proxy. That equals 187 owners either present or by proxy. We did it last year, and I hope we can do it again this year. We will give presentations on the operations of the association and, hopefully, have a guest speaker or two. I will be inviting the Northern District Commander of the Concord Police Department. I will also attempt to get someone from the city's Neighborhood Preservation Department.

The main business to be conducted is the election of board members. We currently have two openings on the board. Two more of us are planning to leave this spring. I have been on the board since 1994 and can answer almost any questions you might have regarding being a board member. Feel free to contact me via email at President@HolbrookHeights.org or Jean Bates & Associates at 925-736-2099.

As you may have guessed, I'm one of the two planning on retiring. I'd like to find a replacement before I go, and I will continue to be involved in a non-board member capacity. We live in a nice neighborhood. There are issues that come up, but overall, I'm glad I live here. The association provides us the means to address issues and that improve the quality of life in the neighborhood. Please give serious thought to serving on the board and helping to shape our community.

Having said that, one doesn't have to be a board member to help out.
(continued page 5)

ANNUAL MEETING

The annual meeting date has been set for **Tuesday, March 23rd, 2004 at 7pm.**

As indicated by the President's message we need homeowners to attend to conduct business. If you cannot attend, or if you are unsure you will be able to attend, please send in the enclosed proxy.

We do encourage you to come, meet your neighbors and get involved in your community.

Treasurers Report

Jill Newquist, Treasurer

Please remember to send in your dues payments if you chose one of the payment methods. Reminders will not be sent. If you lost your coupons, contact Jean Bates & Associates for amounts. You will find their contact information on page two of this newsletter.

Board of Directors Meetings

Regular Board of Directors Meetings are held on the fourth Thursday of the month at 7:30pm in the trailer near the pool.

The Board occasionally reschedules meetings because of holidays. Watch the white signboard on the North 6th Street side of the pool building for notice of rescheduled meetings.

In addition, we sometimes schedule work session meetings of the Board as association business demands. Notice of these additional meetings will

also be posted on the same signboard outside the pool building, visible from North 6th Street.

All Holbrook homeowners are welcome to attend Board Meetings. Meetings begin with a homeowners' forum. Come with your news, questions, suggestions and perhaps get involved with some great neighbors in making our community more attractive, safe and enjoyable.

It is helpful to let us know in advance if you plan to attend simply so we can move to a bigger venue if necessary. The trailer can't seat more than about 9.

Upcoming Board Meetings:

February 26

March 25

April 22

May 27

Meetings subject to change. Notification of changes will be posted on the pool sign and on the website at:
www.holbrookheights.org

Visit us

on the web

www.holbrookheights.org

Board Members:

Doug Lower, President
Shane Mahoney, Vice President
Jill Newquist, Treasurer
Open Position, Secretary
Cyndie Swainbank, Member at Large
Dale Nicoll, Member at Large
Open Position, Member at Large

Management Company:

Jean Bates and Associates
Cliff Bates, Account Manager
P.O. Box 3428,
Danville, CA 94528-3428
(925) 736-2099

Holbrook Heights Newsletter

Winter 2004

Publisher: Holbrook Heights Community Association

HHCA President: Douglas Lower
President@HolbrookHeights.org

HHCA Newsletter Editor: Jill Newquist
Webmaster@HolbrookHeights.org

HHCA Newsletter is published quarterly for Holbrook Heights residents and homeowners; a subscription is included in membership benefits. Submissions should be sent to the editor at the email address above or via the postal service to:

HHCA c/o Jill Newquist
P.O. Box 5435
Concord, Ca 94524

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Proxy Placeholder

Annual Meeting March 23, 2004 7:00pm

Holbrook Elementary School in the multi-use room. *Your attendance is required for the board to conduct business. If you cannot attend, please complete and **send this proxy today**. Doing so saves the board... and ultimately you, money.*

Place
stamp
here

Holbrook Heights

Community Association
P.O. Box 3428,
Danville, CA 94528-3428

President

(continued from page 1)

We welcome anyone who wishes to volunteer. We are looking for someone to head a Neighborhood Preservation Committee, and someone to lead a Neighborhood Watch Committee. We don't ask for a minimum time commitment. Anything you can do is OK with us. A lot of people doing a little is much better than a few trying to do a lot. You can contact us via the management company at 925-736-2099 or e-mail us at President@HolbrookHeights.org

See you at the Annual Meeting,

Doug Lower

UPDATE ~ EMAIL COMMUNICATIONS

Jill Newquist, Editor/Webmaster

If you have not yet resent me your email address, please do so. We continue to compile email addresses of Holbrook Residents in an effort to expand communications within our neighborhood. We respect your privacy. Email addresses will not be given or sold to any other parties. If you would like to be a part of the network or have questions, please email: webmaster@holbrookheights.org

Residential Ordinances

City of Concord municipal code does not permit inoperable or unregistered vehicles to be parked just anywhere on public or private property. They may be stored inside garages, but may not be stored on driveways, unpaved surfaces, front, side or rear yards. Vehicles stored inappropriately continue to deteriorate and affect the overall appearance of the neighborhood. They also accumulate dirt, trash, leaves and debris.

If you need to store a vehicle that isn't licensed, registered or operable, please put it in the garage or store it off-site, but not on the driveway, public street or in your yard. Help the City and your neighbors keep your neighborhood looking clean and uncluttered.

"Public Nuisances"

The City of Concord has a Public Nuisance ordinance that lists 34 items in which they can issue an administrative citation. Citations are issued in cases where a property owner fails to voluntarily take care of or abate a public nuisance.

The fine for first time offenders is \$100. Second offense is \$200 and subsequent offenses are \$500. These are issued by the city via Neighborhood Preservation. Their 24 hour hotline is 925-671-3454 option 3.

Handy Phone Numbers

Astound 1-800-427-8686
AT&T Cable (800) 945-2288
Buchanan Fields (925) 682-1846

Chronicle Pavilion (925) 676-8742

City of Concord

Building Permits (925) 671-3454
City Services Power Updates
Hotline - 24hr (925) 671-5050
Code Enforcement (925) 671-3282
City Council (925) 671-3158
City Manager (925) 671-3150
Graffiti Hotline (925) 671-3080
Human Resources (925) 671-3151
Leisure Services (925) 671-3270
Permit Center (925) 671-3454
Pothole Hotline (925) 671-3228

Contra Costa County

Contra Costa Fire District (925) 930-5500 24hr Non-Emergency
Water District (925) 688-8000
Sewer (925) 228-9500

Diablo Creek Golf (925) 686-6262

Garbage Collection (925) 682-9113

Pacific Bell (800) 303-3000
PG&E (800) 743-5000

Police Field Offices:

Northern Office (925) 671-3322
Southern Office (925) 671-3483
Valley Office (925) 671-3377
Police & Fire Emergencies 911

Public Works / Maintenance
Services (925) 671-3448

More available at our website.
www.holbrookheights.org

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The quality of life in Holbrook Heights depends on you.

Park Rules

Hours of the park are sunrise to sunset.

Violation of these rules may result in being asked to leave the park.

- **No Violation of Federal, State or Local laws.**
- **No Possession of any weapons in pool or park grounds.**
- **No Possession of alcohol or drugs.**
- **No Activity or dress meant to intimidate.**
- **Must comply with requests of board members, pool or park employees.**

Note that the person hired to randomly patrol the park is Mike DiLorenzo. Mike is a retired police officer of 18 years. The rules are meant for the health and safety of all park goers and are not meant to detract from your park experience. If you have questions about the park rules, please contact the board. If you see or hear suspicious activity in the pool, park or neighborhood, please call the police immediately.