

September, 2026



Castilleja del Arroyo HOA Newsletter

www.CastillejaDelArroyo.com / CastillejaDelArroyo@gmail.com



Find us on Facebook at 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 - Nicole Branning
Director - Rebecca Jaffee

Monthly Assessments (Dues)

Most owners elect to make their monthly assessment (dues) payments through ACH. For those of you that do not know, ACH payments are when money is automatically withdrawn from your bank account to make these monthly assessment (dues) payments to the HOA. However, for those owners that do not use ACH, here is how those payments need to be made:

If you are making the monthly assessment (dues) payments by using either your bank's Bill Pay system or by mailing in a paper check, the correct address to send that payment to is:

Castilleja del Arroyo HOA
% Citizens Business Bank
PO BOX 1438
SAN JOSE CA 95109-1438

Management

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

Offsite Manager
Nathan Mitchell - NAM
(925) 495-4545
nmitchell@neighborhoodam.com

Please make sure your unit account number is printed on the check to ensure it is applied to the correct account.

If you send the payment to any other address, you may have delays in your payment being processed, which could result in a late fee being assessed. Please check to make sure your payments are going to the correct address.

As a reminder, to avoid having to pay a late fee, please remember that monthly assessment (dues) payments are due on the 1st of every month.

Fire Equipment Safety Inspections

Starting this month (September), the mandatory annual fire equipment safety inspections will begin. Every unit shall be inspected to insure the required smoke detectors, carbon monoxide (CO) detectors, and fire extinguishers are installed and functioning properly. Compliance is the responsibility of the unit owner. A tenant cannot be made responsible for this, but the tenant has a duty to notify the owner if the tenant becomes aware of an inoperable piece of safety equipment.

- Every bedroom is required to have a smoke detector.
- The hallway outside the bedrooms is required to have a smoke detector and a carbon monoxide detector. These can be separate detectors or combined into one unit.
- For two-story units, a smoke detector and carbon monoxide detector is also required in a central location on the first floor. Again, these can be separate detectors or combined into one unit.
- For three-bedroom units, an additional smoke detector is required on the first floor in the additional room with the sliding glass door.
- A fire extinguisher is required on each floor.

The Onsite HOA Manager will contact each resident to set up an appointment for the inspection. Each inspection is expected to take no more than 15 minutes. If a piece of equipment needs to be replaced, the owner is responsible for the purchase and installation of the equipment. If a unit fails an inspection, the owner will need to correct the failure right away and a follow-up inspection will be scheduled to insure compliance.

Each unit having all the required functioning fire equipment is necessary to increase the safety of our complex and community. We ask every owner and resident to cooperate with these inspections. If you have any questions, please contact the Onsite HOA Manager at (925) 290-7456. Thank you.

Future CDA HOA Board Meetings

September 9 & November 11

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 - www.CastillejaDelArroyo.com.



If your vehicle has been towed, please contact All Brauns Towing at 866-408-8093.

They are located at 1113 Greenville Road, Livermore.

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. The driveway sealcoating project is complete. Thank you all for cooperating and getting all of your vehicles moved out of the driveway area in time. We will be repeating this again in five years.

Pest Control Contract

We would like to remind you that CDA has a contract with Orkin Pest Control. Our contract provides for both spraying around all the buildings on the second Tuesday of each month and to maintain several rodent trap stations. (Please remember that the HOA is responsible for pest control on the exterior of the buildings and unit owners are responsible for pest control within their units.)

However, the contract also provides for special pricing to owners if they wish to have interior pest control performed within their unit. The cost is \$25 if done on the day the technician is here for our monthly exterior service or \$40 if done any other day. The unit owner is required to pay for this interior service.

To make an appointment, please call (866) 944-4012. When the computer voice answers, tell her "Current Program" and give them the HOA phone number of (925) 290-7456. Once an operator answers give them your address and make sure to tell them **you will be paying for this service and not the HOA**. If the operator tells you only the manager can make appointments for individual units, please ask them to read the account notes where we have given permission for residents to make appointments for their own units.

Please note that if you see any evidence of Termites, do not call Orkin - please call the Onsite HOA Manager at (925) 290-7456. Thank you.

CDA Community Watch

All of us here at Castilleja del Arroyo (CDA) are a community. It is important for us to watch out for each other. It is also important to let management know if there is a problem, so that we can have an opportunity to correct the situation.

If you observe some activity or condition that is unusual or concerning, please contact management at (925) 290-7456 or castillejadelarroyo@gmail.com.

Please understand that we have no desire to see anyone get into trouble, but it is necessary to try and correct problems when someone is behaving badly. We can't be everywhere, so we count on you to let us know when there are problems. Without your communication, the problem may never be resolved.

One final note, if you see crime happening, please call 911 right away. Thank you.

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