



Your Community Northridge Cooperative Homes A Place To Call Home

A Community Newsletter *Read all about it!*



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A Word From Our Site Administrator

Welcome to Northridge Cooperative Homes!

We are proud to present you with our Winter Newsletter.

The Holiday Season has started, Christmas is coming and New Year's is just around the corner.

Take a moment to read our Winter Newsletter.

Also, if you have any maintenance issues with your home, please be sure to contact the Management Office so that we can resolve it for you.

We are proud of our community and hope you too can call Northridge "home"!

For additional information not included in our newsletter, please visit our website!

Go to: www.northridgecoop.net



Mr. Kevin Barr
Site Administrator



HOUSE RULES AND REGULATIONS (EXCERPTS)



The following excerpts from the House Rules and Regulations of Northridge Cooperative Homes Please take a moment and review these important excerpts.

For additional information please refer to the complete copy of the House Rules and Regulations of the Northridge Cooperative Homes. Go to: www.northridgecoop.net

2. PAYMENT OR CARRYING CHARGES

Carrying charges are due and payable on or before the first day of each month. Payment of your monthly carrying charges is considered delinquent if payment is not received in the office by the 5th business day of each month. Only money order or personal checks are accepted. Carrying charges may be hand-carried or delivered to 1 Ardath Court, San Francisco, CA 94124.

3. DELINQUENT CARRYING CHARGES

Any Member whose carrying charges are not received in the office by the close of business on the fifth (5th) business day of each month will be assessed a late charge of \$20.00.

8. ROUTINE MAINTENANCE REPAIRS

Unit maintenance is normally performed daily between the hours of 9:00AM to 4:30PM Monday through Friday, except Holidays. All routine maintenance requests are made through the office. Once the office receives a maintenance request, staff has 24 hours to make contact.

Wonderful Place to Live!



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The Community that cares!
Phone: 415-647-0220

TTY: 800-735-2922
1 Ardath Court,
San Francisco, CA 94124
www.northridgecoop.net



NOTIFICATION OF NONDISCRIMINATION ON THE BASIS OF DISABILITY STATUS

Alton Management Corporation, the managing entity representing the owners, does not discriminate on the basis of disability status in the

The person named below has been designated to coordinate compliance with the nondiscrimination requirements contained in the Department of Housing and Urban Development's regulations implementing Section 504 (24 CFR, part 8 dated June 2, 1988).

Ms. Fatima Hutton

504 Coordinator
Alton Management Corporation
7532 MacArthur Boulevard
Oakland, CA 94605
Telephone: (510) 663-0177,
extension 122
TTY: (800) 735-2922

Alton Management Corporation

7532 MacArthur Boulevard
Oakland, CA 94605
Telephone: (510) 663-0177,
extension 127
TTY: (800) 735-2922



Excerpts from the House Rules and Regulations of Northridge Cooperative Homes Continued from Page 1...

9. EMERGENCY REPAIRS: Anything that threatens the health and safety of Members or buildings should be treated as an emergency and reported immediately to the office. The following situations are considered emergencies (although this list is not complete):

1. Two non-functioning toilets in the same unit (if one toilet works, the other can be repaired the following day).
2. A Gas Leak; Call PG&E
3. A water leak causing damage to the property
4. Failure of heating system in cold weather
5. Complete failure of all gas burners and oven
6. Complete failure of electrical power. (Please check your electrical panel before calling in.)

14. PARKING RULES AND REGULATIONS:

1. **Assigned Stalls:** Only Members with a vehicle registered with the Department of Motor Vehicles in his or her name, or in the name of the other occupant Member of his family will be assigned a parking stall. In either case, only one parking stall will be assigned to a family unit.
2. **Parking Access:** Each family with a car will be assigned one parking space, which will be numbered. Also, all vehicles must be registered with the office to receive a permit. If the Member has a second car, Member must park off the premises on available street parking.

Any vehicle found parked in a reserved space will be towed at the vehicle owner's expense. All in-operable vehicles (e.g. no motor, flat tires, wrecked or not currently registered) will also be towed at the vehicle owner's expense/Member's expense. Visitors may park on the street. No auto repairs (oil change, tune-up, brakes, etc.) may be done on Northridge's grounds. Motorcycles must be assigned a parking space. No parking of boats, trailers, motor homes, etc. No washing of any motor vehicle of any type is allowed anywhere on the premises.

15. TRASH AREA: Garbage is collected once a week. However, only garbage is hauled away, not household furniture or car parts. If a family member is given the task of disposing of garbage, make sure he/she is tall enough to reach the bin. Crush all boxes and large cartons to prevent overflowing of bins. Always check to see that the trash is not littering the area. There will be a \$20.00 charge for not putting garbage in the bin. It would be wise to put all refuse in a plastic bag tied at the top.

18. CONDUCT OF MEMBERS: Family members are more than welcome at Northridge. Heads of household are responsible for their family's conduct at all times. The following rules must be followed and will be enforced at all times:

1. Members are not permitted to play around parking areas, in trash areas, laundry rooms, flower beds, newly planted lawn and shrubbery that can be damaged by being trampled on.
2. Member's toys must not be left in doorways or on sidewalks when not in use. If they are left in these areas they will be disposed of.
3. Member's toys or balls that will damage a building or window are not permitted to be used on the grounds.
4. Members are not permitted to spray paint, write, on the buildings, fences, or sidewalks.
5. Members must be kept from playing on the lawns when the ground is soft and wet.

19. GUESTS: A guest is considered any person who stays overnight in a Member's unit. All guests must abide by the same rules and regulations as the Members. It is the responsibility of the Member to inform their guests of the rules of Northridge.

Guests may not stay longer than two (2) weeks; action will be taken to evict any Member permitting occupancy (even parents) not listed in your household.

20. RENTERS INSURANCE: All Members are strongly encouraged to purchase their own renters insurance. Northridge is NOT responsible for damage to personal belongings.



Members, as you walk our wonderful grounds this Winter think of items for our newsletter.

If you have a recipe to share with the members, please let us know for our next issue. Call, email or write for additional information. Contact information listed on page 1.

We want to hear from you!

Please visit our website www.northridgecoop.net