



# Cypress Point Lakes Newsletter

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## Next Meeting:

Wednesday,  
June 11, 2008  
July 9, 2008  
August 13, 2008  
7:00 PM  
At the  
Clubhouse

## BOARD MEMBERS

Terrie Rayl

**President**

Barbara Boyington

**Vice President**

Wendy Wyss

**Treasurer**

Denley Rafferty

**Secretary**

Judy Polatchek

**Director**

Marge Ryan

**Director**

Jim Cowing

**Director**

## Landscape Walkthrough Schedule Summer 2008

June 2, 2008

July 7, 2008

August 4, 2008

Meet at 6:00 pm at the rear of the  
clubhouse.

## Mountain View Police Dept Contact

Emergency, In progress, High Priority  
911—650-968-1661  
Non Emergency Crime Reports  
650-903-6395  
Police General Info  
650-903-6344

## Pool & Spa Rules

The pool and spa are for all of us to enjoy. Thank you for helping to keep the pool and spa clean, safe and quiet!

1. Absolutely **no glassware or bottles are permitted due to extreme safety hazard! Only unbreakable containers are allowed.**
2. Voices, radios, etc. should be kept to a courteous level. Use of headphones for entertainment devices is strongly encouraged.
3. No running, horseplay, or disturbing or dangerous behavior is allowed.
4. No hazardous play or diving equipment is allowed in the water.
5. Four guests per unit are allowed unless more are authorized by management.
6. Guests must be accompanied by a resident who shall be responsible for their behavior.
7. Personal articles must be removed when leaving the pool or spa area. The Association will not be responsible for lost or damaged items.
8. Towels should be placed over pool furniture before using suntan oil or lotions.
9. Children must be supervised by an adult at all times. Children with diapers are not allowed in the water.

## Plumbing Repairs to your Unit

If you need some plumbing work done to your unit, the procedure to be followed is:

- make arrangements with your plumber a week or so in advance
- Determine whether your plumber requires the water to be shut off to the building or only to your unit, such as under your skink; if only to your unit, no need to involve the Association
- Contact customer service at CMS (408-559-1977) and advise them that you will need to water shut off to your building between 10 am and 2 pm on a Friday.
- CMS will contact the HOA plumber and make arrangements to the water to be shut off as you requested, at the expense of the Association.
- Prepare notices of each of the units affected and post them at the bottom of the stairs **at least 48 and preferably 72 hours ahead** of when the water will be shut off.
- **IN AN EMERGENCY SITUATION**
- Follow the same procedure as above and give your neighbors as much notice as possible.

It is particularly important that the Association plumber be used to turn the water off and on because of the procedure to be used with the recirculation pumps. If you have your own plumber turn off the water and it is not turned back on correctly, or something gets broken, you will be responsible for the cost of the repair.

## Community Management Services Inc.

Dustin Mannina, Association Property Manager 650-961-2630, 408-559-1970 fax  
dmannina@communitymanagement.com. 1935 Dry Creek Rd. #203 Campbell Ca 95008

### **BBQ**

Please be careful when using your gas and charcoal BBQs on the balconies. Make sure your charcoal BBQ has an ash catcher underneath it. Safety is the first priority.

### **Car Wash**

When using the car wash please be mindful of consuming water. Do not allow the water to run the entire time you are washing your vehicle. Please turn it on only when you need the water. Thanks for your cooperation.

### **Gym**

The gym inside the clubhouse is going to be updated. We will be installing new flooring, along with some new equipment including a treadmill, elliptical machine and rower. Please take good care of the new equipment.

### **Trash**

Please do not leave large items of trash at the dumpster areas. The garbage bins are for normal every day garbage, not furniture. The Association has to hire someone to remove these items. Please find alternatives for disposal of large items. Also please try to keep the garbage areas clean.

### **Paint**

Unit 107 has some extra paint outside their balcony that matches the patio and balcony. If you want to use some feel free just make sure to return so others can use it.

### **Board Meetings**

Please be aware the Board meetings are open for all homeowners to attend. There is an open forum segment at the beginning of the meeting for homeowners to speak. Once closed the Board handles the business part of the meeting, which is for the Board, however homeowners can listen to find out what is going on.

### **Agenda**

The agenda is posted on the clubhouse door four days in advance of the meeting. Board will be attempting to post them at the mailbox kiosks so homeowners can see what is on the agenda for discussion.

### **Broken Laundry Machines**

Broken laundry machines should be reported to Webb Laundry. Their 800 number is located in all of the laundry rooms. You will need to provide Webb Laundry with the number on the broken machine and the location of the laundry room. Webb Laundry' contact number is 1-800-824-7780.

### **Clubhouse Rentals**

The clubhouse can be rented by any member for private functions of up to 26 people any day of the week, as long as the arrangements are made and deposits are received no later than 14 days in advance. Pre- and post inspections of the facility need to be made before the deposit can be returned. Keys can be picked up from the CMS management office prior to the event and need to be returned to the management office the next business day after the event. Arrange for rental of the clubhouse by calling Arlene Valdovinos in CMS customer service department at 408-559-1977. The cost to rent the clubhouse is a \$100, a deposit check of \$100 is required and should be sent two weeks ahead of the event.

### **Moving In or Out**

Spring is our busiest season for people moving in and out of the community. Please break down all boxes and put them in the cardboard recycling bins which are located adjacent to the carwash area on Central Ave. or at the last driveway of the complex on the Cypress Point Drive side. Do NOT put cardboard boxes in the trash dumpsters.

### **After Hours Emergencies**

For after hour emergencies that are associated with the properties functionality and safety please contact our management office at 408-559-1977, it is available 24 x7 x 7. Please only use the after hours service if you deem the situation to be an emergency, an on call manager will call you back with in 20 minutes.