



Cypress Point Lakes Newsletter

J U L Y 2 0 0 8

Next Meeting:

Wednesday,
August 13, 2008
September 10, 2008
October 8, 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

August 4, 2008

September 8, 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 Cushions

You will need to remove your cushions from the pool lounge chairs after you are finished at the pool each day. Please do not leave the cushions at the pool. Your anticipated cooperation is appreciated, if you have any questions feel free to give the Association Manager a call.

Recycling

Plastic bags do not recycle successfully with plastic containers and glass. They get stuck in the processing machines and require extra time and money to clean them out. Make your recycling more effective by emptying the containers into our recycling bins **WITHOUT** the plastic bag. The bags can be recycled at Safeway on Shoreline Blvd. Shredded paper should be put into a paper, not plastic, bag.

Laundry

It has been reported on quite a few different occasions that clothes are being left in the washers and dryers for a long period of time after the cycle has been finished. Please be respectful to your neighbors and remove your clothes upon completion of their wash or dry cycle. You should be able to remove the clothes within 10 minutes after they are finished.

New Roofs

We will be doing a lot of roof work in the July - September time frame this year. Here is a list of the roofs that are scheduled for replacement this year:
Flat Roofs: Units 109 - 120, 197 - 216, 221 - 232, 237 - 252, 271 - 290,
Replacing the shake roofs with a new 50 year roof system: Units 109 - 120 and 161 - 172.

Notices will be posted shortly..

Quiet Time

Please be mindful that "quiet time" begins at 10:00 PM. Your guests need to understand that this applies to them as well. This especially applies in the pool areas, the noise carries through this area. This is disturbing for the homeowners in the close vicinity.

Spa

Please be aware the spa will only be heated from 8am to 10pm starting September 1st. For any questions or concerns please contact the Association Manager.

Annual Meeting

The annual meeting is taking place on September 10, 2008. Nomination forms have been mailed out, if you are interested to run for a position on the Board you will need to fill out the form and return by August 6th.

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

Water Saving Tips

- Repair dripping faucets by replacing washers. If your faucet is dripping at the rate of one drop per second, you can expect to waste 2,700 gallons per year which will add to the cost of water and sewer utilities.
- Retrofit all household faucets by installing aerators with flow restrictors.
- Check your toilet tank for leaks. Check the toilet for worn out, corroded or bent parts. Most replacement parts are inexpensive, readily available and easily installed. If the toilet flush handle frequently sticks in the flush position, letting water run constantly, replace or adjust it.
- Don't use toilets as a wastebasket.
- Replace your showerhead with an ultra-low-flow version.
- Operate automatic dishwashers only when they are fully loaded or properly set the water level for the size of load you are using.

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 sink; 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 shut the water off to your building between 10 am and 2 pm on a Friday. Water is only shut off on Fridays.
- CMS will contact the HOA plumber and make arrangements for the water to be shut off as you requested, at the expense of the Association.
- Prepare notices for each of the units affected and post them at the bottom of the stairs **at least 48 and preferably 72 hours before** 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 re-circulation 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.

Trash

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.

You will need to put shredded paper in a tied bag before discarding into the recycling bins. The shredded paper when dumped into the bin tends to blow all over the place and make a mess in the parking area. Your anticipated cooperation is greatly appreciated.

Gym

The gym inside the clubhouse has been updated. Please be careful when using the new equipment and respectful.

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 \$100. A deposit check of \$100 is required and should be sent two weeks ahead of the event.

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. Please only use the after hours service if you deem the situation to be an emergency, an on call manager will call you back to address the situation.