



# Cypress Point Lakes Newsletter

F E B R U A R Y 2 0 0 9

Next Board Meeting:  
Wednesday,  
March 11, 2009  
at 7pm  
at the Clubhouse

## BOARD MEMBERS

Terrie Rayl  
**President**  
Judy Polatchek  
**Vice President**  
Wendy Wyss  
**Treasurer**  
Denley Rafferty  
**Secretary**  
Barbara Boyington  
**Director**  
Marge Ryan  
**Director**  
Jim Cowing  
**Director**

## Landscape Walkthrough Schedule

March 7, 2009 at 9am  
April 6, 2009 at 6pm  
May 4, 2009 at 6pm  
June 1, 2009 at 6pm  
July 6, 2009 at 6pm  
August 3, 2009 at 6pm  
Meet 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

## **Laundry Service**

You will not be able to use laundry rooms 1 and 3 for the week of March 30th. Webb Laundry will be removing their laundry machines, then Flores Painting will be removing the wallpaper and painting the walls, and finally Coinmach will be installing new machines. Landry rooms 2 and 4 will be down the week of April 6th for the same reasons. If you have any contact the association manager.

## **Maintenance Items**

Any items around the property which you see that need repair, please report them to the association manager.

## **Community Yard Sale, At Rengstorff Park (near Central Expressway)**

Saturday May, 9th at 8am—2pm

There will be over 100 vendors in one location selling their used items for bargain prices. In order to sell your items at the yard sale you must rent a space for \$15. If you are interested you will need to register by April 17th. You can get registration forms at the Mountain View Community Center which is located at 201 South Rengstorff Ave. in Mountain View. You can also call (650) 903-6227 or go to [www.mvrecycle.org](http://www.mvrecycle.org) for more information. Admission is free to buyers.

## **Virginia Graeme Baker Pool Safety Act**

The pools are going to be drained in the near future and the main drains are going to be split and new covers will be installed on the drains to be in compliance with the federal law that was previously passed. Any questions can be answered by the manager.

## **Clubhouse**

The Board is considering installing a new television and a new fireplace to update the clubhouse. We have two helpful homeowners who are looking at different options for new electronic equipment. Feel free to come to an upcoming meeting to learn more.

## **Doors & Gates**

When using the Clubhouse door or going through any of our gates, please be certain it is shut tightly behind you. With changing weather, etc. some doors and locks don't work properly.

**Community Management Services Inc.**

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

## **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.

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.

## **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.

## **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 Sheila Kerns in CMS customer service department at 408-559-1977. A deposit check of \$100 is required and should be sent two weeks ahead of the event.

## **How to Arrange Automatic Payments for Monthly Assessment**

The Board recommends utilizing an automatic payment of homeowner's assessments. You can do this through Comerica Bank's Automatic Payment Service, at no charge. To arrange the service, call Comerica at 888-293-5043. They will take your name and address, and send you the authorization form you need to complete in order to set up the transfer. Other electronic payment services of your choosing can also be used.