



Cypress Point Lakes Newsletter

August 2020

BOARD MEETING

September 9, 2020

Location

Association Clubhouse
505 Cypress Point Dr.
Mountain View, CA 94043 or via
phone conference

Time

7:00 PM

All homeowners are
Invited and encouraged to join

BOARD MEMBERS

President

Katerina Blazek

Vice President

Terrie Rayl

Treasurer

Wendy Wyss

Secretary

Eduardo Chavez

Director

Daniel Paepcke

Director

Paul Marks

Director

Barbara Boyington

Landscape Committee Walk

Postponed due to the shelter in
place order.

Board Meetings

The Board welcomes all homeowners to attend and participate in our open board meetings. The

Open Forum portion of the meeting will be held first and this is your opportunity to have your issues heard by the Board, Association Manager, and others present. The Board Meeting will begin and will be limited to discussions of agenda matters among the members of the Board.

Community Website

www.cplakes.org

Board Meetings

Due to the current shelter in place mandate, the board meetings are held remotely via phone conference. All owners are welcome to join by computer or phone. The agenda provides the information to join the meeting, meeting topics, and meeting time. The agenda is posted on at the bulletin board at the clubhouse and on the main page of the website, four days in advance of the meeting. Make sure to check the bulletin boards & website for updates—cplakes.org. Stay safe and healthy.

Pool/Spa/Clubhouse Closed

The pool, spa, clubhouse are all closed for use at this time. We value the safety of our members and their guests. Although the county has loosened some of use restrictions at public amenities, the new mandate does not extend to Associations. The public pools, spa, etc. allowed to re-open are required to have full-time supervision to ensure social distancing, frequent proper disinfection of all high-touch areas, and extra liability coverage. Our association does not budget for and cannot take on these additional costs and liabilities to reopen in accordance with the county mandate.

More information is available on the Santa Clara County Public Health site or at: <https://www.sccgov.org/sites/covid19/Pages/health-order-appendix-c1-additional-businesses.aspx>

We thank you for your cooperation in advance. Stay safe and healthy.

Remember New Fiscal Year Starts 10/1/2020 - 2020/2021 Budget Approved

The new monthly assessments change will take effect at the start of the new fiscal year, which is 10/1/2020. The 2020/2021 budget reflects a 5.59% increase. The new monthly assessments varies per unit. The budgets will be mailed out to all owners. Owners signed up for auto payments, either with their own bank or Heritage bank, you will need to reach out to the bank to give the authorization to withdraw the new amount.

A free copy of the budget, governing documents, and all other relevant information is available at the community website (cplakes.com) 24/7. Contact the property manager with any questions.

Check Your Insurance for Adequate Coverage -Very Important

Owners of condominium/townhome units obviously do not own the entire condominium complex. The association has a master policy to cover the common components which are the responsibility of the association. From an insurance point of view, that means all individual unit owners have a collective responsibility for insuring areas of the complex owned in common, which is why an association collects monthly dues from unit owners and uses a portion of these funds to insure common areas. The unit owner is responsible for separately insuring his or her individual unit. The unit owner should annually call their insurance agent to ensure their HO-6 policy is adequate. The policy should cover all the structure components and personal belongings which are the responsibility of the unit owner. Don't forget to ask your agent about special assessment coverage. Insurance providers will not normally offer this coverage, but it is available and very affordable. The association sends out a copy of its master policy with the annual budget. If you need a copy, feel free to contact the association manager. Protect your home and investment and take 20 minutes to call your insurance agent to verify your coverage is adequate.

Community Management Services, Inc. Mike Brasil, Association Manager

1935 Dry Creek Road, Suite 203, Campbell, CA 95008

Phone: (650) 961-2630 x 121

Email: mbrasil@communitymanagement.com

Remember to check for the original Mixet valve in your bathroom?

Some owners have reported that they are having issues with their water temperature and pressure. According to the plumbers, the original and old Mixet valves have cartridges inside that go bad. Once this happens it can compromise the water pressure and or water temperature in your unit or the unit of others in your building. We understand many have already replaced their shower/tub valves, but some units still have the original Mixet Valves, which would be attributing to issues in the water to other residents in their building. There are two sample photos below for reference. Owners will need to check or have their plumbers check. We encourage all owners with the old Mixet valves to have them replaced, to ensure you are not contributing to water issues in your building. Let's all work together on this issue!

Old Mixet Valve #1



Old Mixet Valve #2



Reach out to the property manager with any further questions about said valve, mbrasil@communitymanagement.com.

Here's How To Do: Plumbing Repairs to your Unit

If you need some plumbing work done to your unit, the procedure to follow 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 provide you with a notice that must be posted on each banister for the entire building 3 day in advance of the shut-off. Please be sure to follow the instructions on the notice.**
- 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 **3 days (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 repairs.**

Important Community Reminders:

1. Everyone is working from home. Be courteous and shut your window if you're a loud talker.
2. Dispose of trash and recycle in the appropriate bin. Keep the lids shut after use.
3. Remember to clean the laundry machine, after use. Be respectable to other residents.
4. Again, new dues take effect on 10/1.
5. Wear a mask in the common area. Protect yourself and others around you.

Annual Elections

A reminder to submit your ballots. Your vote does count. The annual is scheduled for 9/9 at 7 pm. Owners can dial into the meeting per the instructions submitted or drop off the ballots at the clubhouse directly to the inspector of elections. In case quorum is not met, the meeting will be pushed out to the following month. Please send in your ballot today.

Renting your unit or live offsite?

A copy of the homeowner registration form is available on the community website at cplakes.org. All owners must provide and keep the association's contact information current. It is extremely important we have the current information on file in case we need to contact you, in an emergency. Also make sure your neighbor (above or below) has a way to contact you, in case of a water loss issue. For your convenience a form is included in the annual budget mailer to all owners and can be found on the community website at cplakes.org.

Community Management Services, Inc. Mike Brasil, Association Manager

1935 Dry Creek Road, Suite 203, Campbell, CA 95008

Phone: (650) 961-2630 x 121

Email: mbrasil@communitymanagement.com