



January 2009

SURFSIDE III NEWSLETTER

Daniel Kessner - Editor



FROM THE BOARD OF DIRECTORS

2009 Budget

The 2008 year will end with a significant deficit of between \$150,000 and \$200,000. The biggest reason for the deficit is the emergency plumbing and interior repairs needed as a result of drain line backups and pinhole leaks that occurred prior to building re-piping.

Three buildings have yet to be re-piped. They will be completed in the first half of 2009. When all of the buildings are finished, the plumbing and interior repairs line item in the budget will be a minimal appropriation. Recognizing that this category is the primary cause of our deficit and with the knowledge that it will diminish in the next year, the Board is willing to keep the dues at \$400 per month.

Capital Reserves and Capital Reserve Study

The capital reserve account has approximately \$350,000. In 2008 approximately \$250,000 was spent on common area repairs as detailed below.

2008 Capital Reserve Expenses

Railings -	\$25,453.00
Clubhouse Roof -	\$42,626.00
Clubhouse Baths -	\$55,368.00
HW Heaters -	\$10,033.66
Tree Trimming -	\$20,000.00
Decks/Balcony -	\$9,961.33
Termite Repairs -	\$2,060.00
Building Envelope -	\$49,998.00
Anticipated Expenses	\$37,000.00
Total	\$252,499.99

From 2006-2008 the association put an additional \$111,000 in capital reserves than was required by the 2005 capital reserve study, which was the basis of contributions for that three year period.

In the past, the association borrowed from capital reserves to pay for operational expenses. Past year deficits in the capital reserve account have been made up.

The 2008 capital reserve study was approved by the Board on December 13. This study covers the period from 2009-2011 and defines how much money should be transferred into the capital reserve account from the monthly dues each year to make major capital repairs. It is posted on the association web site at <http://www.surfsideiii.com> in the finance

section. Several assumptions were made when this study was drafted by Facilities Advisors of Ventura.

1. The association will borrow \$3.8 million dollars to support the completion of capital repairs. The \$3.8 million loan is calculated as part of available cash in Table 1 on page 16.
2. The association may not replace components that have a remaining life of 30 years or more. Items deemed to have a useful life of more than 30 years are not included in the study; however the association may replace such items to reduce operating expense, for aesthetics, or to eliminate recurring stop-gap repairs.
3. The study assumes that no unusual circumstances will occur or that funding will not be adversely affected by economic conditions.

The total dollar value of the capital components detailed in the study is \$7,120,487. This is cost to replace all of the components in table 1, page 16.

The capital reserve study is based on industry practices for existing assets and may not include some items that the association wants to repair or replace. For example, there is no provision to replace plumbing because it should have a life of 30 years or more. Also, railings are not included, but the association will likely replace them. Also, there is the unknown. Building envelope repair work will continue in 2009 and there could be insidious defects that will be revealed.

The capital needs of Surfside III exceed current capacity. In order to complete needed repairs over the next five years, up to \$6,000,000 will be required. The association is projected to put \$2,800,000 in reserves in the next five years, a shortfall of \$3,200,000. That is why the capital reserve study anticipates the use of borrowed funds (loan) to make up the difference.

The membership should begin to assimilate the idea of using financial instruments such as loans to fund long term capital needs and that financing costs (interest) will become a regular part of our capital planning.

General Manager

The Board has retained Scott Walker as General Manager. He was hired December 4 as a manager in training. This means he will slowly acclimate through the month of December by doing the work of the people he will supervise.

New Clubhouse Hours

Effective Wednesday, December 17, 2008, the new Clubhouse hours are 6 am-9 pm. If a homeowner or resident needs 24-hour access because of Special Assessment work being conducted in the unit, please contact the on-site office.

We've also reviewed the entire reader card directory for the Clubhouse and "voided" any card not properly registered with an owner/resident's name, address. There were approximately 100 cards not registered. These cards were given out prior to the office opening last year. Therefore, if your card does not work, it was not registered properly.

Please contact the on-site office at (805) 488-8484 or stop by the back of the Clubhouse and ring the bell for access to the office. We are sorry for this inconvenience, but it is for the safety of the Association.

Changes To Rules and Regulations Adopted

All but two items distributed by the Board for a 30 day comment period with the November newsletter have been adopted by the Board effective December 13th. The items NOT adopted were the changes to paragraph 12 having to do with alcohol and the addition of paragraph 19 having to do with hanging items.

FROM THE ON-SITE MANAGER

Unauthorized Parking

Because of all of the work currently being done throughout Surfside III, there is an increasing need for parking. Unauthorized Parking will no longer be tolerated. It is not fair for those residents who come home in the evening only to find that there is no parking available in the common area parking. When a notice is put on a vehicle, it gives the owner 96 hours to correct the problem. The on-site office number is listed on the notice as well. Moving the car to another area of the complex will not solve the problem. If a vehicle is not fully operational and/or does not have current displayed registration, it will be removed from the property after 96 hours and at the vehicle owner's expense of \$205 plus \$33 for each additional day of storage.

We recently towed a vehicle that was currently registered according to DMV, but they would not release the tags because it did not have a smog test conducted. The CA State Law requires both proper insurance coverage as well as a smog test before the tags are released to the vehicle's owner.

COMMITTEE BRIEFS

For more committee information visit <http://www.surfsideiii.com/docs/committee/committee.htm>

Please contact the committee chair to volunteer.

Neighborhood Watch Committee - Val Lameka; 805-986-2855 or v.lameka@yahoo.com

Neighborhood Watch wishes all residents of Surfside III a very happy Holiday, and a safe and sane New Year's Eve celebration. If any folks are inconsiderate this holiday period, please do not hesitate to call our Police at 986-6530. The Police will gladly remind inconsiderate revelers of their obligation to be good neighbors.

Because of the holiday, the next Neighborhood Watch meeting will be Thursday, January 8, 7 pm at the clubhouse. If you cannot attend, please call Val Lameka with questions or reports.

Landscape Committee - Dan Kessner; 818-274-6048; dkessner@csun.edu

Prompted by comments from several owners, the Committee would like to remind all residents not to sweep or hose trash or debris onto the common area, leaving it there for the landscape crew to clean up for you. They already have plenty to do. Also, please do not hose off condo patios, especially second and third floor residents.

The Committee is in the process of preparing a detailed recommendation to the Board that will involve removing several trees that are causing or threatening to cause damage. At this point, we don't even know how much of this the budget will allow. Nonetheless, here is a list of trees identified by an arborist as problems, which we are at least considering for removal: 970 Lighthouse (rear sycamore); 968 Lighthouse, (front eucalyptus); 962 Lighthouse (2 side eucalyptus); 607 Lighthouse (sycamore by mailboxes); 665 Lighthouse (rear eucalyptus); 677 Lighthouse (front eucalyptus); 772 Seawind (rear eucalyptus); 786 Seawind (2 side sycamores); 780 Seawind (rear eucalyptus); 791 Seawind (rear sycamore); 762 Seawind (rear eucalyptus).

FROM THE EDITOR

Owners and renters should be aware that the Newsletter is always available on the website: www.surfsideiii.com. This includes back issues.

Please send all newsletter submissions to me at dkessner@csun.edu. Please avoid any special formatting and use Arial 10-point font if you have it. The deadline for submissions is the 10th of the month for the following month's issue.

Thanks, Dan Kessner

CONTACT INFORMATION

MAINTENANCE/RESIDENT SUPPORT (PHONE NUMBERS AND E-MAILS BELOW):

Contact Lordon Management, Jennifer Critchfield; for e-mails always copy Donalea Bauer

Include your phone number(s) and/or e-mail for response before end of next business day. If you get her voice mail, but would like to speak with her directly, hit zero and talk to the operator.

If more urgent, call Donalea Bauer.

Surfside III On-site Property Manager's Office: 600 Sunfish Way, Port Hueneme, CA 93041

Phone: 805-488-8484

Please note that calls regarding maintenance or billing should be directed to Lordon Management.

Surfside III Direct Contact:

Surfside III COA
600 Sunfish Way
Port Hueneme, CA 93041
<http://www.surfsideiii.com>
manager@surfsideiii.com
Phone: 805-488-8484

Scott Walker, On-site Property Manager
Carol Short, Assistant On-site Property Manager
Ron Pierson, Construction Services Coordinator

Management Company:

Lordon Property Management
1275 Center Court Drive
Covina, CA 91724
Phone: 800-729-5673
For after-hours emergencies, dial 5

Donalea Bauer, Vice President, community manager

Email: donaleabauer@lordonmanagement.com
Phone: 800-729-5673 x 3342

Jennifer M. Critchfield, assistant community manager

Email: jcritchfield@lordonmanagement.com
Phone: 800-729-5673 x 3380

Our Board:

Bill Betts - President bill.betts@surfsideiii.com
Ira Green - Vice-president ira.green@surfsidediii.com
Skip Perry - Treasurer skip.perry@surfsideiii.com
Michael Madrigal - Secretary michael.madrigal@surfsideiii.com
Inna Giler - Director inna.giler@surfsideiii.com

LORDON MANAGEMENT: OTHER DEPARTMENT EXTENSIONS

All escrow issues: Chelia, ext. 3339; crubalcava@lordonmanagement.com
All insurance, lien, and other legal matters: Patty, ext. 3337; pbarrios@lordonmanagement.com
Your account, billing address, etc: Cara, ext. 3319; cwoellhof@lordonmanagement.com

Changes To Rules & Regulations

The following changes to the Rules & Regulations were adopted by the Board at the open Board meeting on December 13th and are effective immediately. The changes below are ***Bold Italics, underlined.***

FOREWORD

The following Rules and Regulations have been established pursuant to Article V of the Declarations of Establishment of Covenants, Conditions and Restrictions (CC&Rs), the Association's By-Laws, and by action of the Board of Directors.

These Rules and Regulations apply to owners, guests, residents, tenants and lessees of Surfside III. IT IS THE UNIT OWNER'S RESPONSIBILITY TO ACQUAINT HIS/HER FAMILY, GUESTS, **TENANTS, RESIDENTS** AND DELIVERY PERSONNEL (**Hereinafter collectively referred to as occupants**) WITH THE RULES AND REGULATIONS AND THE IMPORTANCE OF COMPLYING WITH THEM.

It shall be an express condition of the leasing of any unit that the lessee read and agree to abide by all provisions of the Rules and Regulations adopted by the Board of Directors of the Association. Extra copies are always available in the Manager's Office.

Should any dispute arise as to the intent of enforcement of these Rules, final decision shall rest with the Board of Directors.

These Rules and Regulations were updated, approved and adopted by the Board of Directors at the regular meeting on **December 13, 2008** and so recorded in the minutes of that meeting.

INTRODUCTION

Condominium living can be a pleasant and carefree experience if we all work together and exercise care and consideration for our neighbors. What you do or don't do has a direct effect on your property values. We sincerely want the residents of Surfside III, owners and **occupants** alike, to enjoy living here. To this end, we have published and distributed these Rules and Regulations, in condensed form, as a guide of what we expect from you as **an occupant**. These Rules apply to all residents and will be enforced without bias as to one's status as owner or tenant. Thank you in advance for your consideration.

PART I

VIOLATION OF RULES AND REGULATIONS POLICY

- 10 Pets in the elevators - \$100.00 initial fine. The **three** exceptions are: (1) doctor's statement saying that the Homeowner or Resident is unable to use the stairs, (2) any pet that is carried while in the elevator (The doctor's statement must be in the Surfside III files for that unit located in the Property Management Corporation Office and/or on-site office.), and **(3) A pet that is unable to navigate steps. In this case, a veterinarian's statement must be in the Surfside III files for that unit located in the Property Management Corporation Office and/or on-site office.**
- 12 Owners and/or their agents are responsible to make certain that their tenants register with the office/on-site manager and/or Property Management Corporation within five (5) working days after occupancy and receive and acknowledge receipt of the Rules and Regulations. Failure to do so with in ten (10) days will result in a **\$100.00** fine in addition to the \$100.00 new tenant move-in fee assessed to the owner.
- 13 Lessees'/Renters' conduct that requires the police to be called a second time will result in a \$200.00 fine to be assessed to the owner. That fine will be waived if the owner evicts the tenant within **120** days.

PART II

GENERAL

1. All excessive noise, such as made by stereos and **musical** instruments, etc. is prohibited. No nuisance, illegal acts will be permitted. All City of Port Hueneme Municipal and Vehicle Code Sections as well as California Civil Code rules are to be adhered to.
3. Unit balconies or patios are not to be used for open storage of any kind, or for the drying or airing of clothes, towels, blankets, wet suits, etc. Furniture and plant stands on balconies and patios shall be limited to the normal types of outdoor furniture built for the purpose and maintained in good condition that are normally made of bamboo, willow, cane, wickerwork, pine, spruce, redwood, plastic, wrought iron, aluminum or plastic-covered metal frames. **The mentioned items as well as storage units should not extend above railing or wooden fences.** Padding must be stuffed into a wind and rain-resistant cloth. **Any new plants and trees planted by town home patios after 12/13/2008 should be in pots so as not to interfere with patio and building structures**
11. **Construction and homeowner repairs are allowed Monday thru Saturday from 8 PM to 8 PM and 10 AM to 6 PM on Sundays. _____**

FLOWER GARDENS

- 2 Residents of ground floor units may apply to the Landscape committee for permission to use a portion of the Common Area for a small flower garden immediately adjacent to their Unit. No such garden may extend more than eighteen (18) inches, or as approved by the Landscape Committee, into the Common Area from the Unit, and no such garden may interfere with existing sprinkler, irrigation lines, **proper drainage** or any other utility.

- 3 Upon approval of the Landscape Committee and prior to installation of a garden **on ground floor units and town homes**, the resident must assure that there will be no damage to any portion of the Common Area and that they will be responsible for upkeep. **Trees and shrubs will not be planted in the ground by townhome patios, but rather in pots or planters as of 12/13/2008. Any planting added by an occupant is the responsibility of the owner, as well as any damage it may cause.**

RENTAL UNITS

1. Unit owners are responsible for a \$100.00 move in fee for each new tenant. **It is up to the owner to decide if they want to pass this cost to a new tenant.**
3. Owners and/or their agents are responsible to make certain that their tenants register with the office/on-site manager and/or Property Management Corporation within five (5) working days after occupancy and receive and acknowledge receipt of the Rules and Regulations. Failure to do so within ten (10) days will result in a **\$100.00** fine which is in addition to the \$100.00 new tenant move-in fee assessed to the owner.
5. Owners are responsible for the administration of their **occupants**, including the initial issuance of gate cards, placards, decals, or other designated material, and Common Area security keys. Mailbox keys are the responsibility of the individual unit owners and additional mailbox keys may be obtained from the Port Hueneme Post Office. All inquiries or complaints regarding mail service or the operation of the mailboxes should be directed to the Post Office.
6. **Any Occupant's** conduct that requires the police to be called a second time, and a validated complaint is filed, will result in a \$200.00 fine to be assessed to the owner. That fine will be waived if the owner evicts the tenant within **120** days.

KEYS

2. **Owners** must buy all keys. **Owners who have made deposit payments for keys prior to this revision of the Rules and Regulations (9/12/2007) will receive their deposit money back upon return of keys, with or without receipts.**

ARCHITECTURAL ALTERATIONS, ADDITIONS, OR MODIFICATIONS

- 11 **Item 11 is removed**
12. **Item 12 becomes item 11, and everything after the second paragraph is removed, starting with "Gate locks may be installed"**
- Item 12 becomes "There are standards on the website under "Committees/Architectural/Architectural Standards, for the following items**
- a) **Satellite Dish installation**
 - b) **Condo Security Door and Screen Door Installation and Locks**
 - c) **Replacement Windows and Doors**
 - d) **Town House gate Locks**
 - e) **Patio Wrought Iron Gates (for first floor units)**
 - f) **Patio Blinds**
 - g) **Plumbing Repairs following Ace Duraflo upgrades**

These standards must be met when doing Architectural upgrades and/or repairs, and submitting applications

SIGNS

- 2 An owner may submit a sell or rent notice for display in the front entrance glass case by contacting the onsite manager. **"For Sale" signs are permitted in windows, doors, exclusive use gates or railings (as long as they are not attached in such a way as to modify the railing or gate). No other signs except as permitted by civil code are permitted.**

PETS

- 2 Pets are not allowed in the elevators. The **three** exceptions are: (1) doctor's statement saying that the Homeowner or Resident is unable to use the stairs, (2) any pet that is carried while in the elevator (The doctor's statement must be in the Surfside III files for that unit located in the Property Management Corporation Office and/or on-site office.), and **(3) a pet that is unable to navigate steps. In this case, a veterinarian's statement must be in the Surfside III files for that unit located in the Property Management Corporation Office and/or on-site office.**

CLUBHOUSE RULES AND REGULATIONS

- 6 CHILDREN UNDER THE AGE OF 14 ARE NOT PERMITTED ***IN THE Clubhouse/Pool*** UNLESS ACCOMPANIED BY A RESPONSIBLE ADULT WHO IS AT LEAST 18 YEARS OF AGE (Title 22, California Code of Regulations, Section 65539(c))
- 7 Use of the spa is restricted to persons fourteen years of age or older unless accompanied by a responsible adult eighteen years of age or older (Title 22, California Code of Regulations, Section 65539(c)). ***Caution should be used by adults when allowing minors in the spa and sauna areas, as they may be more susceptible to the effects of the heat.***
20. Radios and other music playing devices will not be permitted on the south side of the Clubhouse (library, kitchen and office area side). ***The exception is when the area is rented for a party. Radios or other music playing devices will be allowed on the north side of the Clubhouse pool table area only. They are prohibited from the pool area for safety reasons.*** They may be allowed in the exercise room if headsets are worn.
21. The south side of the Clubhouse (***Library, kitchen and office area***) is reserved for the use of adults eighteen (18) years of age or older. No one under the age of eighteen may be on the south side of the Clubhouse unless accompanied by an adult who will act as a sponsor, except in the case of an emergency. In the event the sponsor of a person under the age of eighteen leaves the Clubhouse that person under the age of eighteen must accompany the sponsor in leaving the Clubhouse.

WORKOUT ROOM

26 The workout room may be utilized by individuals who are otherwise authorized to use the Clubhouse and must be at least eighteen (18) years of age. NO INDIVIDUAL UNDER THE AGE OF 18 MAY USE THE WORKOUT ROOM UNLESS ACCOMPANIED BY A PARENT OR LEGAL GUARDIAN ***and are at least the age of 10 years or older. No person under 10 is allowed to use the exercise room. In addition, adults should not carry or hold a minor while using the exercise equipment.***