

SURFSIDE III

Community e-Newsletter

October 2018
Edition

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NEXT BOARD MEETING and ANNUAL OWNER'S MEETING

October 13, 2018 starting at 10:00 am

All owners are invited to attend. The budget will be discussed and **if sufficient ballots** are submitted, the **election of Board officers will occur**. If not, then the election will be scheduled for the November meeting.

PLEASE mail in your ballots for the election of our Board officers now.



COMMUNITY ASSOCIATIONS INSTITUTE (aka CAI)



At the last Board meeting, the question was asked as to what CAI does. CAI is an international membership organization dedicated to building better communities. With nearly 40,000 members, CAI has 64 chapters worldwide. Surfside III belongs to the Ventura County Chapter.

CAI does the following:

- Advancing excellence through seminars, workshops, conferences and education programs, most of which lead to professional designations for community managers and other industry professionals.
- Publishing the largest collection of resources available on community association management and governance, including website content, books, guides, *Common Ground* magazine and specialized newsletters.
- Advocating on behalf of common-interest communities and industry professionals before legislatures, regulatory bodies and the courts.
- Conducting research and serving as an international clearinghouse for information, innovations and best practices in community association development, governance and management.

CLUBHOUSE INTRUDERS

It has been reported that non-residents are attempting to use the Clubhouse facilities more frequently. One method is that they try to follow the card carrying resident into the Clubhouse. Or, they knock on the window and try to have a resident that is inside to open the door and they will state that they left their card at home. Police have been called to escort the trespassers off the community grounds. Please do your part by being vigilant and report any unusual activity to the Office or to the Police after hours or weekends.

ELEVATOR REPAIRS

Residents sometimes contact Lordon, the Surfside III management company, to report an elevator malfunction during the weekends. Lordon then contacts the Property Manager or the Maintenance Supervisor to see what action is to be taken. The Maintenance Supervisor or one of the volunteers of the Elevator Committee go to the building with the non-working elevator and attempt to re-set the operation. Sometimes this works, other times it doesn't. If it doesn't work, a sign is placed on all three floors at the elevator stating that it is out of order. The Property Manager then contacts the elevator repair firm to correct the issue the following workday M-F. Weekend elevator repair is billed at \$1,800 per visit. Weekday elevator repair is about \$500 per visit. Your patience is appreciated.

TREE TRIMMING

The Eucalyptus tree branches by Building 5 were starting to rub on the roof. Extensive pruning was conducted. The branches of the Coral tree behind the Clubhouse needed to be pruned because of the excessive growth. Since the tree pruning program was instituted, the number of branches falling has been minimized.



OFFICE HOURS SURVEY

A resident proposed that the Office hours at the Clubhouse be adjusted according to the following schedule: Mon 8-2; T,Th,F 8-5; Wed 8-6; Sat 9-1. The question was whether residents would want an extra Office hour on Wednesdays with the Office closing at 6 pm and with the Office being open on Saturday mornings from 9-1.

A total of eight responses (2.5%) were received. Four were for the proposal and four were against it. Therefore, the Office hours will remain the same until such time there is more demand from the residents for other hours.

CLUBHOUSE CRAFT AREA SURVEY



A resident has suggested that perhaps Surfside III residents would be interested in having an area in the Clubhouse being designated as a craft area. A survey was conducted and eight responders (2.5%) indicated that they would be interested in the proposal. No negative responses were received. The start of a Feasibility Study to proceed will be discussed at the October Board Meeting.

HEATERS



It is that time of year when residents may start firing up their heaters to keep warm. One has to ask, "**Will this 40 year old heater still work safely**"? Each year residents are advised to have the Gas Company perform a safety check on the heaters. If you have an original heater, do not take chances. Please verify that your heater will work in a safe manner.

GUTTER CLEANING

In October, a contractor will be cleaning the building gutters to clear the way for any rains that may come.

This work will result in **dust flying through the air**.

When the work begins, it is recommended that residents cover their balcony and patio furniture to facilitate cleaning later.



FINANCE REPORT



We have set up the following policy:

- All money that is transferred electronically will only be handled by the management company when 75% of board members have authorized the transfer.
- All money must be transferred from a Surfside III account to a Surfside III account. Money can never be electronically transferred to a vendor or private party.
- No single board member can authorize transfer of funds > \$10,000

Investment Status Report

- We have completed the investment for the first \$240,000 with Edward Jones.
- We are in the process of setting up the other accounts and anticipate they will be completed within the next 30 days.

Start Date	Amount	Term	Institution	Proposed R	Actual Rate	Annual Reven
9/23/18	\$ 140,000	2 Year	EdJones	2.80%	2.90%	\$ 4,060
9/23/18	\$ 100,000	3 Year	EdJones	3.00%	3.10%	\$ 3,100
10/15/18	\$ 240,000	Savings	NorthPointe	1.93%		\$ 4,632
10/15/18	\$ 240,000	Savings	Marcus	1.80%		\$ 4,320
10/15/18	\$ 240,000	1 year	Synchrony	2.40%		\$ 5,760
Liquid	\$ 480,000					\$ -
Total Invested	\$ 960,000					\$ 21,872

Requirements for Wire Transfer – No Automatic Clearing House (ACH) transfers allowed

Amount	Board Member Signatures Required
< \$1000	1
>\$1000 , < \$1999	2
>\$2000, < \$4999	President
>\$5000, < \$9999	President and 1 other board member
>\$10,000	75% of Current Board Members

Budget will be presented during the October 13th Board Meeting. We are finalizing the final version to owners and will make it available when complete.

ARCHITECTURAL APPLICATION REQUIRED



Example modifications, replacement or additions to your townhouse or condo include but are not limited to:

Plumbing fixtures, tubs, toilets, showers, sinks, ceiling fans, security doors, windows, sliding doors, electrical work and flooring. If these types of improvements are made without an approved Architectural Application, the Board may require that they be removed and the site returned to its original condition.

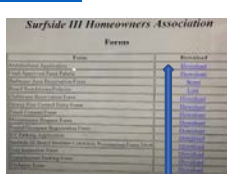
Forms are available online at: www.surfsideiii.com



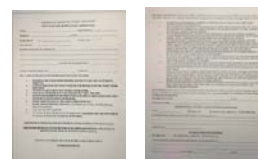
Click on:
"INFORMATION"
page. Application



Click on: "FORMS"
Architectural



Click on: [download](#)
tab on top left of



Print 2 page form

Or you may get the required 2 page form at our **onsite Office**.

ASBESTOS LAW

Prior to work commencing, the California Asbestos Law requires the owner or the contractor to do asbestos testing. Please be aware that when you are doing any renovation activities in your unit the law states the following: Rule 1403. Asbestos emissions from demolition/renovation activities (Adopted October 6, 1989)(Amended April 8, 1994)(Amended November 3, 2006)(Amended October 5, 2007) (a) Purpose

The purpose of this rule is to specify work practice requirements to limit asbestos emissions from building demolition and renovation activities, including the removal and associated disturbance of asbestos-containing materials (ACM). The requirements for demolition and renovation activities include asbestos surveying, notification, ACM removal procedures and time schedules. ACM handling and clean-up procedures, and storage, disposal, and land filing requirements for asbestos-containing waste materials (ACWM). All operators are required to maintain records, including waste shipment records, and are required to use appropriate warning labels, signs, and markings. (b) Applicability **The rules in whole or in part, is applicable to owners and operators of any demolition or renovation activity**, and the associated disturbance of asbestos containing material.

COMMUNITY VOLUNTEER COMMITTEES

Surfside III has various committees that you may be interested in participating in depending on your interests. The committees and their focus are as follows:

OWNERS AND TENANTS:

Beautification Committee - residents participate in quarterly planting events throughout the complex. Provide special attention to landscaped areas. Chairperson: Lynne Haile **email contact info below***

Community Garden - provides an opportunity for residents to plan, prepare, plant and maintain a personal garden. Chairperson: vacant

Elevator Response Committee - respond to simple elevator non-operating issues such as leaves stuck in the bottom track that trigger sensors to prevent door closures. **email contact info below***

Enhancement Committee - residents contribute to make Surfside III landscape attractive and well kept. Chairperson: Lynn Santamaria lscif95@aol.com

Parking Committee – will assist the Surfside III COA Board of Directors on providing recommendations for the fair and equitable management of the limited COA parking. Chairperson: Amy Bruder **email contact info below***

Welcoming Committee - focuses on welcoming new owners and tenants to Surfside III. Organizes group functions to facilitate meeting others living here. Chairperson: Carol Falin **email contact info below***

OWNERS:

Architectural Review Committee - our CC&R's require that any modification to your unit requires an architectural review, approval and city permits. No modification to the common area may be made without Architectural Committee and Board approval. If you do not have an approval letter, then when you sell, you must disclose. Chairperson: Tim McCoy Tim@mtmii.com

Budget Committee - provides assistance in the preparation of financial reports and special projects. Chairperson: **email contact info below***

Gate Operation Committee - assists in resetting the entry and exit vehicle gates when they get stuck. Chairperson: Dexter Kelly **email contact info below***

Procurement Committee –prepares Status reports of all Requests for Proposals and bids for the various projects that are needed to keep Surfside III functional. **members and chairperson openings**

Rules and Regulations Committee - prepares drafts and modifications to the Surfside III rules and regulations to address issues of concern. Chairperson: Ellis Faraci surfside3rulesandregs@aol.com

IF YOU ARE INTERESTED IN JOINING A COMMITTEE OR STARTING A COMMITTEE TO ADDRESS ISSUES THAT YOU FEEL ARE IMPORTANT AND ARE NOT BEING HANDLED BY OTHER COMMITTEES, PLEASE CONTACT:

***Property Manager: Monica Sanchez Cortez** monica.sanchez@surfsideiii.com

SURFSIDE III Condominium Owners Association CONTACT INFORMATION

Website: <http://www.surfsideiii.com>

Surfside III ON-SITE PROPERTY MANAGER'S OFFICE :

Property Manager: Monica Sanchez Cortez monica.sanchez@surfsideiii.com

Assistant Property Manager: jill.kaopua@surfsideiii.com

805-488-8484 If you get a recorded message please listen to it fully for additional contact information.
Currently the office is scheduled to be open:

Monday - Friday: 8a.m. to 5 p.m.

On-Site Office mailing address: 600 Sunfish Way, Port Hueneme, CA93041

MANAGEMENT COMPANY: All billing questions should be addressed to:

Lordon Property Management: manager@surfsideiii.com

1275 Center Court Drive, Covina, CA91724

800-729-5673 or 818-707-0200 or 800-729-5673 or 967- 7921 Option 9, are contact numbers for after hours issues such as water leaks.

When emailing Lordon Management, please address email to Jennifer M. Critchfield along with a copy to Donalea Bauer Include your phone number(s) and/or email for response before the end of the 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, Vice President, community manager: 800-729-5673x3342
donalea@mylordon.com

Jennifer M. Critchfield, Assistant Community Manager: 800-729-5673x3380 jennifer@mylordon.com

LORDON MANAGEMENT: OTHER DEPARTMENT EXTENSIONS:

All escrow matters: **Michelle Soto**, ext. 3339 escrow@mylordon.com

Insurance and collections: **April Webster**, ext. 3337 april@mylordon.com

Your account, billing address, etc: **Lupe Rubalcava** ext. 3315 acct3315@mylordon.com

*The Surfside III Condominium Association ("association"), or as often referred to as the Surfside III COA, is not responsible for the content and accuracy of any information provided by owners or third parties. The association, the Editor and its Board of Directors will not accept any liability for any direct, indirect, incidental, special or consequential damages that result from or are related to material submitted by the owners or other third parties. By submitting any material for publication in this newsletter, all individuals agree to indemnify, defend and hold the association, its officers, directors, editor, members, representatives, managers and agents harmless to the fullest extent permitted by California Law, from any and all claims, actions, and/or lawsuits, arising out of or related in any way to their material published in this newsletter.

*The Davis-Sterling Act requires associations to give notice of Board meetings, including an agenda of the meeting. Posting is allowed, provided it is in a prominent location accessible to all members. In addition, associations must mail a notice to any owner who so requests.

*Surfside III posts all agendas on the website (<http://www.surfsideiii.com>) and on the Clubhouse Bulletin Board.