

# SURFSIDE III

## Community e-Newsletter

June 2020  
13 page Edition

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### NEXT BOARD MEETING WILL BE HELD VIA AUDIO CONFERENCE

The next Board meeting will be held **June 13, 2020** starting at **10:00 am**.

**PLEASE CALL 1-844-854-2222 (Toll Free) Access Code = 822680#**

Please go to [surfsideiii.com](http://surfsideiii.com) or [surfsideiii.org](http://surfsideiii.org), Meeting Minutes, after June 9th to view the Agenda Items.

After June 9<sup>th</sup> the Agenda items will viewable on either [www.surfsideiii.com](http://www.surfsideiii.com) or [www.surfsideiii.org](http://www.surfsideiii.org).

### ELECTION OF BOARD DIRECTORS

The election of Board Directors will be held on October 10, 2020. There are five volunteer positions for Directors. Any owner who is interested in becoming a Director is asked to submit a Nomination Form which is available below, at [www.surfsideiii.com](http://www.surfsideiii.com) or [www.surfsideiii.org](http://www.surfsideiii.org) requesting that one be sent by sending an email to [ssiiioffice@gmail.com](mailto:ssiiioffice@gmail.com). Nomination forms are to be submitted to the Surfside III Onsite Office, 600 Sunfish Way, Port Hueneme, CA 93041 by **2:00 pm** on **July 22, 2020**.

Candidates for a Board Director position must be owners in good standing with the COA. It is expected that the candidate will be willing to assist in the operation and maintenance of the COA. This work may include meeting with other owners/residents, attending special meetings besides the regular monthly meetings, reviewing and commenting on multiple issues such as the budget, rules, CC&Rs, investigating complaints, conducting research on products and procedures, meeting with contractors/vendors, providing decisions on COA matters, and other related duties. Directors also may attend monthly Community Associations Institute (CAI) meetings to learn the methods used for COA governance.

If you are interested in knowing more about the Board Directors' duties, please contact a present or past Director. The contact information for the current Board Directors can be found on the Surfside website.



### TRASH RECEPTACLE BINS



When **throwing away cardboard boxes**, please squash the boxes so that they do not take a lot of space. One empty large box in the recycling bin will take up a lot of space.

### ONSITE AUTO BURGLARY – BE ALERT

Be aware and **keep your vehicle doors locked**. An auto burglar inside a resident's vehicle was photographed by the owner. A photo of the burglar's license plate was also taken. Minor things were stolen from the vehicle. The PD arrested the burglar some days later.





Surfside III  
Condominium Owners' Association, Inc

**SURFSIDE III CONDOMINIUM OWNERS' ASSOCIATION, INC  
NOMINATION FORM FOR 2020 BOARD DIRECTOR POSITION**

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This form is provided to Surfside III Owners in good standing who wish to include their names on the Election Ballot for the position of Board Director.

NAME:

ADDRESS:

REASONS TO BE CONSIDERED FOR THIS POSITION:

COA GOALS TO BE PROPOSED:

This form must be received by the Association by mail, email or personal delivery by **2:00 pm** on **July 22, 2020** at the following address: ONSITE OFFICE, 600 SUNFISH WAY, PORT HUENEME, CA 93041  
EMAIL: [ssiiioffice@gmail.com](mailto:ssiiioffice@gmail.com); PHONE: 805-488-8484

## CONCERNS REGARDING OPENING UP THE CLUBHOUSE

The Ventura County Health Officer's Orders of May 20, 2020 are currently in force and may be amended at any time. These orders set the actions required to be followed when operating a clubhouse, pool and gym.

Once the State and Ventura County allow the opening of clubhouses, pools and gyms, Surfside III Board will discuss the requirements set forth by both agencies. The requirements may include removal of pool side or clubhouse furniture, hiring extra staff to wipe down pool railings, bathroom facilities, gym equipment, and other features throughout the day, limiting the number of persons in the clubhouse facility, and other activities.

Discussions being held in the nation's COA community include new possible liability issues regarding opening of facilities. The Surfside III liability insurance documents are being reviewed in regards to what liability coverage is provided in possible claims involving Coronavirus injuries.

The COA may require that all persons entering the Clubhouse sign waivers stating that they are entering at their own risk and will not file a claim against the COA if they think that they became sick by visiting the facility. One possible flaw with this action is that the resident's family members/friends may file a claim against the COA if they believe they became sick due to the residents' visit to the Clubhouse.

If it turns out that the COA General Liability insurance does not provide coverage for virus infections if the Clubhouse is opened, then a **Special Assessment may need to be passed** to pay for the legal fees if a claim is filed. Likewise, if a judgement is awarded against the COA, a Special Assessment may be passed to pay for it.

Any such action against the COA, whether or not it is successful, is likely to be expensive. Damage amounts could be high, and even if a plaintiff's claim is unsuccessful, the COA may incur large expenses for attorneys representing the COA. The amounts of such damages or legal expenses, and the number of potential claims, cannot be estimated with any certainty, so no limits on possible Special Assessments against owners can be projected.

A review of the COA's Directors and Officers liability insurance is also ongoing. This insurance protects the Directors from liability claims in the performance of their volunteer duties while being on the Board. If this D&O insurance does not cover the Directors for claims arising from actions taken regarding virus related injuries, then the Directors would be in jeopardy of having claims filed individually against them.

The Board will be discussing the possible liability issues as well as the County's pool opening guidelines at the June 13<sup>th</sup> Board Meeting.

Comments on this issue may be sent to the **Board President at a67sand@aol.com**.



### EXCLUSION OF LOSS DUE TO VIRUS OR BACTERIA

This endorsement modifies insurance provided under the:

APARTMENT OWNERS PROPERTY COVERAGE FORM  
BUSINESSOWNERS SPECIAL PROPERTY COVERAGE FORM  
CONDOMINIUM PROPERTY COVERAGE FORM

- A.** The exclusion set forth in Paragraph **B.** applies to all coverage under Section **A. Coverage** in all forms and endorsements that comprise this policy, except as provided in Paragraph **C.** This includes but is not limited to forms or endorsements that cover property damage to buildings or personal property and forms or endorsements that cover business income, extra expense or action of civil authority.
- B.** We will not pay for loss or damage caused by or resulting from any virus, bacterium or other microorganism that induces or is capable of inducing physical distress, illness or disease.
- C.** However, the exclusion in Paragraph **B.** does not apply to the following:
  - 1.** Loss or damage caused by or resulting from "fungi", wet rot or dry rot. Such loss or damage may be addressed in a separate exclusion in this policy;
  - 2.** Coverage otherwise provided under Food Borne Illness Business Interruption Coverage **E3032** (if that endorsement is attached to this policy);
  - 3.** Coverage otherwise provided under the Restaurant Food Contamination Shutdown Coverage **E3419** (if that endorsement is attached to this policy); or
  - 4.** Coverage otherwise provided under the Limited Biohazardous Substance Coverage **J7133** (if that endorsement is attached to this policy).
- D.** With respect to any loss or damage subject to the exclusion in Paragraph **B.**, such exclusion supersedes any exclusion relating to "pollutants".
- E.** If the following provisions are part of this policy, they are hereby amended to remove reference to bacteria:
  - 1.** Exclusion of "Fungi", Wet Rot, Dry Rot And Bacteria; and
  - 2.** Additional Coverage - Limited Coverage For "Fungi", Wet Rot, Dry Rot And Bacteria, including any endorsement increasing the scope or amount of coverage.
- F.** The terms of the exclusion in Paragraph **B.**, or the inapplicability of this exclusion to a particular loss, do not serve to create coverage for any loss that would otherwise be excluded under this policy.

This endorsement is part of your policy. It supersedes and controls anything to the contrary. It is otherwise subject to all the terms of the policy.



## Public Information

County of Ventura · Resource Management Agency · Environmental Health Division

800 S. Victoria Avenue, Ventura, CA 93009-1730 • (805) 654-2813 • [vcrma.org/divisions/environmental-health](http://vcrma.org/divisions/environmental-health)

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# CORONAVIRUS/COVID-19 GUIDANCE FOR RE-OPENING & OPERATING SWIMMING POOLS IN SHARED RESIDENTIAL SETTINGS

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## **BACKGROUND**

COVID-19, the disease caused by the novel coronavirus, SARS-CoV-2, is a respiratory illness that is spread through the air via respiratory droplets from an infected person or by touching contaminated surfaces. It is not likely spread through properly maintained and disinfected pool water. Symptoms of the virus include fever, cough, and/or shortness of breath.

With summer, comes warmer weather, and the desire for communities to congregate around their community pools, including those in apartments, condominiums, and homeowner's associations. This can have the potential of increasing COVID-19 transmission. The below checklist describes the steps that owners and operators of swimming pools in residential settings must take to help prevent the spread of COVID-19 by focusing on social distancing, sanitation, communication, and workplace practices.

Ventura County is adopting a staged approach to allow the re-opening of swimming pools in shared residential settings only – those pools found in apartments, condominiums, and homeowner's associations.

Please note: This document may be updated as additional information and resources become available. Please visit [www.vcemergency.com](http://www.vcemergency.com) regularly for any updated changes to this document and for all other COVID-19 updates in Ventura County.

**All pool facilities covered by this guidance must implement all applicable measures listed below and be prepared to explain why any measure that is not implemented is not applicable to the facility.**

## Social Distancing Protocol for Swimming Pools in Shared Residential Settings

Facility Name: \_\_\_\_\_

Facility Address: \_\_\_\_\_

**Facilities shall implement all measures listed below and explain why any measure that is not implemented is not applicable to that facility.**

### Measures to Ensure Social Distancing

- Implement a monitored appointment/reservation system to limit use of the pool facility to a small number of household groups that live on the property at a time. The system should encourage members of the same household to use the facility at the same time and should ensure that household members always maintain 6 feet apart from members of other households. Describe the appointment/reservation system:  
\_\_\_\_\_
- Limit the number of persons allowed into the pool area at any time to 25% of the maximum pool capacity, which is \_\_\_\_\_, or 10 people, whichever is smaller. The number of individuals allowed at any given time shall be posted at the entrance to the pool area.
- Spa is \_\_\_closed or \_\_\_limited to one household at a time, and signage is posted.
- It is recommended that a designated onsite manager or other responsible person be responsible for monitoring and ensuring that the maximum number of pool users, either on the pool deck, or in the swimming pool, as set forth is not exceeded. The designated person should also be responsible to ensure that all interim guidelines are adhered to daily.
- Tables, chairs, and loungers placed at least 6 feet apart, and any furniture that cannot be properly distanced is stored/secured in a manner to prevent use.
- Large groups/pool parties are prohibited. Pool area use is limited to physical/therapeutic activities only.
- For those facilities that lack on-site restrooms for hand washing, hand sanitizer is provided at the following location \_\_\_\_\_.

### Disinfection Protocol, Requirements, and Oversight

- Conduct a pool safety check to ensure pool chemistry is adequate for disinfection, and the pool has been evaluated for safety equipment (rescue pole with body hook and life ring).  
\*Proper operation and maintenance should inactivate the novel coronavirus in the water.
- An [EPA-approved disinfectant](#) is frequently used to disinfect all handles/doorknobs, latches, pool/spa handrails, pool grab rails, ADA lifts, light switches, faucets, dispensers, tables, chairs, and countertops on the following schedule:
  - Gate handles, doorknobs, & fob readers: \_\_\_\_\_
  - All other latches, doorknobs/handles: \_\_\_\_\_

- Handrails & grab rails: \_\_\_\_\_
  - ADA lifts: \_\_\_\_\_
  - Light switches: \_\_\_\_\_
  - Faucets, handles, & dispensers in restrooms: \_\_\_\_\_
  - Tables, chairs, countertops: \_\_\_\_\_
  - Other: \_\_\_\_\_: \_\_\_\_\_
- Shared equipment such as kickboards, pool noodles, float toys, water dumbbells, etc. have been stored away and removed from use. Individuals should bring their own towels to the pool and not share with individuals from other households.
  - No food or beverages can be distributed on pool decks with others, and household members cannot share any food or beverages with non-household members.
  - Person(s) has been designated to develop, implement, and enforce the sanitation/disinfection protocol for the pool facility.
  - Person has been designated to be responsible for monitoring restroom and changing facilities to ensure the facilities are fully stocked with toilet paper, soap, paper towels, and running water.
  - Frequency of stocking, cleaning, and disinfecting the restrooms and changing facilities increased based on the volume of the pool and pool use. Restrooms and changing facilities are stocked, cleaned, and disinfected on the following schedule:
    - Restrooms: \_\_\_\_\_
    - Changing facilities: \_\_\_\_\_
    - Other: \_\_\_\_\_: \_\_\_\_\_
  - Restrooms and showers are frequently disinfected, and restroom ventilation systems are operating properly.
  - Sanitizing/disinfection wipes provided for pool users to disinfect high-contact touchpoints before and after use.
  - Ventilation systems of indoor spaces shall operate properly.
  - Increase introduction of outdoor air as much as possible by opening windows and doors, using fans, or other methods. ***Do not open windows and doors if doing so poses a safety risk to staff, residents, or swimmers.***

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### Measures that Communicate to the Public

- Signage shall be posted at each entrance into the facility informing all employees and pool users that they should: avoid entering the facility if they have symptoms consistent with COVID-19; maintain a minimum 6-foot distance from one another; wear facial coverings when not actively in the water; wash their hands frequently or use hand sanitizer upon entering into the facility; and not shake hands or engage in any unnecessary physical contact.
- Signage indicating the maximum number of people allowed into the pool area at any one time.

- Spa signage indicating whether the spa is \_\_\_closed or \_\_\_limited to one household at a time.
  - A copy of this protocol is posted at all entrances into the facility.
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### Measures to Protect Employee Health

- Employees who can carry out their work duties from home have been directed to do so.
- All employees have been told not to come to work sick.
- Symptom checks are being conducted before the employee enters the workspace. Symptoms include, but are not limited to, a cough, shortness of breath, fever, or others. Temperature checks should be conducted if feasible.
- All workstations are separated by at least 6 feet.
- Employees are allowed frequent breaks to wash their hands.
- Soap & water are available to employees at the following location(s):  
\_\_\_\_\_
- Hand sanitizer is available to employees at the following location(s):  
\_\_\_\_\_
- Disinfectant and related supplies are available to employees at the following location(s):  
\_\_\_\_\_
- All employees who have contact with the public or other employees during their shift(s) are offered, at no cost, a cloth face covering. The covering is to be worn by the employee at all times during the workday when in contact or likely to come into contact with others. Employees are instructed to wash their face coverings daily.  
***\*Employees do not need to wear the face covering when the employee is alone or when entering the water.***
- Lifeguards who are actively guarding are not also expected to monitor handwashing, use of face coverings, or social distancing of others.
  - Designate another employee to monitor implementation of social distancing protocols. All employees should know who this person is and how to contact that person.
- Shifts are staggered or rotated to limit the number of employees present at the facility at the same time.
- Breaks are staggered to ensure that six (6) feet between employees can be maintained in break rooms at all times.
- Employees are prohibited from eating or drinking anywhere inside the workplace other than designated break rooms to assure that face coverings are worn consistently and correctly.
- Copies of this protocol have been distributed to all employees.
- Upon being informed that one or more employees test positive for, or has symptoms consistent with COVID-19, the employer has a plan or protocol in place to have the case(s) isolate



themselves at home and require the immediate self-quarantine of all employees that had a workplace exposure to the case(s). The employer's plan should consider a protocol for all for all quarantined employees to have access to or be tested for COVID-19 in order to determine whether there have been additional workplace exposures, which may require additional COVID-19 control measures.

All policies described in this checklist, other than those related to terms of employment, are applied to staff of delivery and any other companies who may be on the premises as third parties.

Optional – Describe other measures:

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### Measures that Ensure Equitable Access to Critical Services

- Services that are critical to residents/patrons have been prioritized.
- Measures are instituted to assure access to services for residents/patrons who have mobility limitations and/or are at high risk in public spaces.

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### General Restrictions

- Use of spray grounds or water features is prohibited.
- Drinking fountains are turned off. Users are encouraged to bring their own water in a non-glass container.

\*Any additional measures not included here should be listed on separate pages, which the facility shall attach to this document.

**You may contact the following person with any questions or comments about this protocol:**

**Name:** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_

## **BOARD MEMBER RESIGNATION**

The following was sent to the Surfside III COA Board Members on May 29, 2020:

Dear Board Members:

It is with a heavy heart that I am submitting my resignation, effective June 1, 2020 as a Board Member of the Surfside III COA due to the lack of what I consider, proper liability insurance coverage for Board Members.

It has been an honor to be part of this Board and I hope I can be of service to our community in other ways.

Thank you for a great run,

Lya Findel

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Dear Homeowners:

For those that voted me onto the Board I want to thank you for your support. It is never easy, putting yourself out there for people to vote for you.

If the Board concurs, I will continue to volunteer as the Newsletter editor and the [surfsideiii.org](http://surfsideiii.org) website webmaster.

I urge you to put yourself out there and run for office. Our community needs people who are prepared to make the sometimes, difficult decisions to maintain Surfside III.

Sincerely yours,

Lya Findel  
Past Vice President, Secretary and Director

## 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.... email contact info below\***

**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](mailto:lscif95@aol.com)

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

### OWNERS:

**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\***

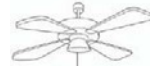
**Procurement Committee** –prepares Status reports of all Requests for Proposals and bids for the various projects that are needed to keep Surfside III functional. **members and chairperson openings ....email contact info below\***

**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](mailto: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:**

**\*Jennifer Gannon our Customer Service Representative at [SSiiiOffice@gmail.com](mailto:SSiiiOffice@gmail.com)**

## **ARCHITECTURAL APPLICATION REQUIREMENTS**



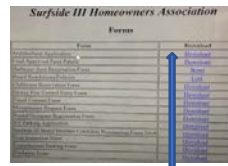
Example modifications, replacement or additions to your townhouse or condo include but are not limited to: Plumbing fixtures, tubs, toilets, showers, sinks, ceiling fans, security doors, windows, sliding doors, electrical work and flooring. If these types of improvements are made without an approved Architectural Application, the Board may require that they be removed and the site returned to its original condition.



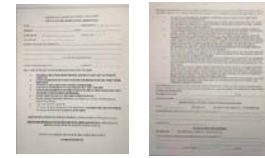
Click on:



Click on: "FORMS"



Click on: **download**



Print 2 page form "INFORMATION"

Forms are available online at: [www.surfsideiii.com](http://www.surfsideiii.com) or you may get the required 2 pages from 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** in your unit the **law** states the following: Rule 1403. **Asbestos emissions from demolition/renovation activities** (Adopted 10/6/1989, amended 4/8/1994, amended 11/3/2006, amended 10/5/2007) (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.

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\*\*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.

**SURFSIDE III CONDOMINIUM ASSOCIATION CONTACT INFORMATION**

as of May 29, 2019

**ON-SITE OFFICE**

600 Sunfish Way, Port Hueneme, CA 93041  
(Entrance located in back of Clubhouse...closest to building 8)

**1-805-427-4102**

**[SSiiiOffice@gmail.com](mailto:SSiiiOffice@gmail.com)**

**ON-SITE OFFICE and CLUBHOUSE ARE  
CLOSED UNTIL FURTHER NOTICE**

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MANAGEMENT COMPANY:

**Lordon Property Management**

(Handles all billing, escrow, insurance and collections matters)

1275 Center Court Drive, Covina CA 91724

**[manager@surfsideiii.com](mailto:manager@surfsideiii.com)**

**1-800-729-5673**

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**AFTER HOURS - NON-LIFE THREATENING - CAMPUS PROPERTY EMERGENCY NUMBERS**

(example would be sprinklers flooding property)

**1-800-729-5673 or 1-818-707-0200 or 1-626-967-7921**