



September 2014

SURFSIDE III e-NEWSLETTER

Edited by Daniel Kessner,
Chana Green, Gabby Vignone, & Carol Short



FROM THE BOARD OF DIRECTORS

Our Appreciation For Dan Kessner, our Editor

Dan Kessner spent many tireless hours for many years in assembling our newsletter and correcting the spelling and grammar errors. His unit is in escrow and he will no longer be our Editor. I, Ira Green, enjoyed working with Dan and will really miss him. I cannot thank him enough for all the work he did. Thank you Dan, from the Board and owners.

I would appreciate any volunteers that would like to help out in assembling and editing the newsletter.

Next Open Board Meeting

The next open Board meeting is scheduled to start at 10:00 am on Saturday, September 20, 2014 in the clubhouse after the executive session which starts at 8:00 am.

Mold Policy Adoption

A proposed Water Damage and Mold Policy is included at the end of this issue. Please send Bill Betts your comments at bill.betts@surfsideiii.com. He will be presenting this policy to the Board at the September 20, 2014 meeting and asking for its adoption and wants to get owner feedback before the meeting.

Candidate Statements

As everyone is aware, you have all received ballots in the mail for the upcoming Board election on October 11, 2014. There are six candidates running. Note that a nomination form was sent in for a seventh candidate, but that candidate did not want to run. Please vote so that we can meet our quorum requirement.

Bill Betts

Implement our strategic plan. Fund ~15 remaining site projects. Improve work quality of life for employees by reducing redundant work cycles and giving them tools to assist in managing the property and administrative tasks.

Med Daugherty

I would like to be the newest member of the Surfside III board of directors. I learned of the opportunity to join the board and wanted to be a part of making his community a better place. I have lots of ideas, and would like to help bring Surfside III to new heights. I have previous experience as a member of the

board of directors for my community in Bakersfield, CA, and enjoy representing my community. I work in management for Chevron, and have been with the company for 31 years. I plan to address any issues and be a voice for Surfside III residents. I plan to help promote the safety, improvement and appeal of the Surfside III community of Port Hueneme.

Ira Green

I have been transitioning into a leadership role. There is significant work to be done on the CC&Rs and By-laws. While I am currently still heavily involved with the newsletter, I am transitioning the website maintenance from that of a Board member, me, to professional management.

Mike Madrigal

With the knowledge, understanding and experience I have gained from serving as a board member these past seven years, along with 35 years of experience as a General Contractor, I am a uniquely qualified addition to the board. Many hurdles still face our community; Completion of the J Street expansion Project, Re-landscaping the area affected by J Street, the Planning and Budgeting of our current and future maintenance needs, and the major capital improvements & replacement issue that we will be facing in the upcoming years. While some owners feel that we need a better procurement procedure, owners, including a past Board member have expressed concern about changing our current process. These owners recognize the contribution of my expertise and the cohesiveness of our current board in this process.

Tony Truex

My experience as a CPA has helped in shaping a sound financial program and a sound maintenance program.

Alex Urmersbach

I am an experienced Finance and Strategy professional who has worked for top tier organizations in leadership positions. As current treasurer of Surfside III I'm committed to manage the finances carefully and conservatively. I'm focused on financial transparency, keeping us on budget and living within our financial means. We must minimize the financial risks of our loan and prepare for the long term.

FROM THE ON-SITE OFFICE

Water Conservation

We wish to encourage all residents to do as much as possible to conserve water. Please consider the following suggestions to help:

- Run washing machines and dishwashers only when you have a full load. Nearly 22% of indoor home water use comes from doing laundry. Be sure to match the level to the size of the load.
- Turn off the water in the sink while you are brushing your teeth or shaving.
- Avoid long showers and consider installing a low-flow shower head. A four minute shower uses approximately 20 to 40 gallons of water, but it takes 70 gallons of water to fill a bathtub.
- Repair any dripping sinks, running toilets and any other small water leaks that you notice. Check all faucets to ensure that you have no leaks. A small drip from a worn faucet can waste 20 gallons of water per day. Larger leaks can waste hundreds of gallons.

For more details on how to save water, go to the waterbewise.com website and click on "Water Saving Tips." A lot of small efforts make a big difference and we encourage all residents to conserve.

City of Port Hueneme – Water Usage Reports

The City of Port Hueneme reports any unusual water usage in either a condo building or townhome. Recently, we were notified of a leak in a condo building and notices were sent to owners of the entire building. It is important that you report any leaks to the On-Site Office, who in turn will advise if you need to contact a plumber, or we will stop by to take a look at the problem. If you think that you hear water continually flowing from another unit, contact the office and we can request an inspection of the neighboring units. The townhomes are easier to remedy!

We recommend that you turn off the water at each supply line of your unit any time you will be gone for more than 24 hours. Thank you in advance for your cooperation!!

Trash Tips

Residents should keep the following "trash tips" in mind when taking out the trash:

- Recycled items should be placed directly in the recycling bins. Items include plastic containers, empty plastic bags, newspapers, unbroken glass, cardboard boxes and brown paper bags.
- Food, egg cartons, napkins, cups, paper towels, facial tissue, pizza boxes and other common household waste should be placed in the regular trash bin.
- Hazardous waste should never be placed in the trash bins. Hazardous waste includes fluorescent tubes, pesticides, empty propane tanks, paint, motor oil, car batteries and other large batteries. You can contact the On-Site Office for drop-off locations for these items.

Architectural Reminder

Before making any changes to your condo or townhome, please contact the On-Site Office to determine if you need to submit an Architectural Application. The forms are available on the Surfside III website at: surfsideiii.com.

Clubhouse Hours

Following the Labor Day weekend, the Clubhouse hours will be Monday - Tuesday, 6 am – 5 pm and Wednesday thru Sunday, 6 am – 9 pm.

Prevention of Water and Sewer Incidents

Please see the proposed Water Damage and Mold Policy at the end of this issue.

By making an effort to maintain your unit/townhome, a very costly and damaging incident may be avoided. Thank you for your efforts in this matter.

We highly recommend that if you rent your unit, please make a visit to be reassured that all steps are taken to avoid water damage.

Lordon Management – Online Access

Have you signed up for access to view your account for Surfside online? If not, take a few minutes today to sign up at www.lordonmanagement.com. Go to the right side where it shows owner portal and click in to register for the first time. You will be required to contact Lordon for a one time registration code for security purposes. From this site you can view your accounting history, view your

bill online and elect to receive mailing from Lordon such as newsletters or informational packages via email notice online. In addition, you can also sign up to pay online (Union Bank processing online payments) and very soon you can do credit card payments also online. The site will continue to be updated with new features for our community members.

Homeowners' Insurance (correction)

The Association encourages all owners to purchase an individual insurance policy to help cover losses for which they may be responsible. The summary will provide information which will be helpful in making a decision on what coverage you may wish to consider. The information is intended to be a summary – full details may be found in an actual policy. Feel free to contact State Farm, the Association's carrier, for more details, or a carrier of your choice.

INDIVIDUAL UNIT OWNERS: Individual unit owners should purchase their own policy to cover losses to their personal property, for the loss of use of their home, personal liability and for Loss Assessments by the Board of Directors (which may include the master policy deductible which is currently \$10,000 per occurrence). This policy should also cover property which is your insurance responsibility under the governing rules of your Homeowners Association.

The Homeowners Association governing docs (CC&Rs) outline the items that are the unit owners' insurance responsibility. Therefore, it is essential that you review these governing docs (CC&Rs) to determine your building property insurance responsibility and select limits that will adequately protect you.

Tenants and absentee owners (landlords) may also purchase coverage (called Renters Insurance or Rental Condo Unit owners Insurance). You may choose to purchase this insurance through State Farm or your own insurance broker.

ASSOCIATION INSURANCE: The association master policy deductible is currently \$10,000 per occurrence. Examples of items covered under the Master Policy include the buildings, cabinets, fixtures and items permanently attached to the building. The Association's property held in common, such as walks, walls, fences and entry gates, are included in the total building coverage. The Association's common area liability is also a coverage under the policy. Individual unit owners are protected in the event of a common area liability loss. In addition to the risk of liability for which the association itself may be exposed, Directors and Officers are also covered under the D&O portion of this policy. An example of items not covered would include leakage and seepage which results in a loss. The association had applied to Farmer's Insurance to obtain a policy which includes homeowner coverage, but we were turned down because of our loss history.

CLAIMS MANAGEMENT: Your association Board of Directors/Authorized Property Manager reports/pursues any claims relating to the master policy and may notify the Agent's office. Your Property Manager should be notified immediately if you feel there is a claim under the Master Policy.

COMMITTEE BRIEFS

For more information visit: <http://www.surfsideiii.com/docs/committee/committee.htm>
Please contact the chair to volunteer.

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

K-9 officer Roque Perez attended our Neighborhood Watch meeting, along with our volunteer Dolores Dyer. He gave us an update on the implementation of the city's "no overnight camping" ordinance. Campers have been warned several times, and now arrests of violators are being made. Meanwhile, so far the police have been unable to catch those doing suspected drug activity inside the complex and outside the gate on Industrial. Please call [805-986-6530](tel:805-986-6530) when you see it, but do not draw attention to yourself. Persistence will eventually pay off.

Our next Neighborhood Watch meeting will be on Thursday, September 4, at 7 pm in the Clubhouse.

All are welcome.

Beautification Committee: Lynne Haile; lynnehaile1@gmail.com

Beautification Committee News:

The recently planted succulent plants are thriving. Some are growing quite fast. Thanks to the residents who participated on Planting Day. As time goes on, more drought tolerant plants will be installed and the process of replacing some areas of lawn throughout the complex will begin. This effort will reduce the amount of irrigation needed.

Those residents, who are interested in adopting an area for beautification planting with drought-tolerant plants, including succulents, please contact Lynne Haile at the above e-address. Once the planting plan has been approved by the Board, planting can proceed.

FROM THE EDITOR

The **Owners' Corner** is a forum for all of you to voice your opinions on anything that might be of interest to everyone else. Please feel free to take advantage of this.

The City of Port Hueneme has a free electronic newsletter with information on various city-related matters and events. To sign up to receive it, visit the city website: <http://www.ci.port-hueneme.ca.us>, then in the column at the far left, click on "Sign Up for E-News."

OWNERS' CORNER

The Owners' Corner is a place in the newsletter for owners to voice their observations and suggestions about the association operations or make announcements about any Surfside III social event or activity. While the newsletter Editor and the Board do review these submissions, the opinions and content only represent the author and not the association. We will refuse and return to the author for re-writing any material that is not factual or is in bad taste or denigrates any individual. We are not perfect and apologize in advance if you find the content of anything in this section offensive.

The Surfside III Condominium Association ("association") is not responsible for the content and accuracy of any information provided by owners or third parties. The association 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, 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.

How Much Water does SS III use in Two Months

SS III has 309 dwelling units of which 258 are condos in eight buildings and 51 are townhomes. Each condo building and each townhome has a water meter; and there are three irrigation meters and one meter for the clubhouse, pool, car wash.

The water use is measured in units of HCF (hundred cubic feet) and one HCF equals 748 gallons. The City of Port Hueneme sends utility bills to SS III, which include water use fees, sewer fees, irrigation fees, trash and recycle bin pickup fees, and utility user's tax fee.

From 4/10/14 through 6/11/14, SS III used 4,553 HCF of water. Of this amount, condos used 1,867 HCF; townhomes used 619 HCF; irrigation used 2,050 HCF; the clubhouse, pool, car wash used 17 HCF.

At the July SS III Board Meeting, a presentation was made on the advantages of using a component of Utility Billing in the monthly HOA bills. Utility Billing would provide a means to charge dwelling units for their water use. For example, if Building 8 water use was 9.2 HCF per unit (Building 8 water reading divided by 33 units) and Building 5 water use was 5.6 HCF per unit (Building 5 water reading divided by 33 units), then it would be appropriate for Building 8 units to pay more for water use than Building 5 units. The same procedure would be used for the townhomes. Water fees at each townhome would be based on the water used at each townhome.

Irrigation, clubhouse, pool and car wash fees would be paid by all 309 dwelling unit owners.

Condo Building 1 had an average water use of 6.8 HCF; Building 2 had 8.4 HCF; Building 3 had 7.0 HCF; Building 4 had 7.3 HCF; Building 5 had 5.6 HCF; Building 6 had 5.9 HCF; Building 7 had 7.9 HCF; and Building 8 had 9.2 HCF.

Townhomes with 10 HCF or less were 29; from 11 HCF to 20 HCF were 16; from 21 HCF to 26 HCF were 5; and there was one townhome with 87 HCF.

Currently, one HCF is billed at \$3.80 for the townhomes and the condos. The fee for one HCF for irrigation, clubhouse, pool and car wash use is \$4.48.

The Board is looking into the procedure of using a Utility Billing component. This type of billing is quite common in other HOAs. Using a Utility Billing component, units would be billed for the water used.

For further information or comments, residents can contact me, Andy Santamaria, at a67s@aol.com.

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

OFFICE OPEN:

Mondays & Fridays – 8 am-12 noon

Wednesdays – 1-5 pm

THERE WILL BE NO ON-SITE TELEPHONE SERVICE WHEN THE OFFICE IS CLOSED.

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

Carol Short, On-site Property Manager

Management Company:

Lordon Property Management
1275 Center Court Drive
Covina, CA 91724
Phone: 800-729-5673
For after-hours emergencies, dial 5 or
626-771-1075

Donalea Bauer, Vice President, community manager

Email: donalea@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@surfsideiii.com

Alexander Urnersbach - Treasurer alex.urnersbach@surfsideiii.com

Anthony Truex - Secretary tony.truex@surfsideiii.com

Michael Madrigal - Director michael.madrigal@surfsideiii.com

LORDON MANAGEMENT: OTHER DEPARTMENT EXTENSIONS

All escrow matters: Stefanie Cordero, ext. 3339; escrow@lordonmanagement.com

All insurance and collections: Crista Reed, ext. 3337; creed@lordonmanagement.com

Your account, billing address, etc: Liz Lopez, ext. 3319; llopez@lordonmanagement.com

Liens, legal issues: Donalea Bauer (see above)

ADDENDUM
Proposed Policy
[Please see the note on Page 1]

WATER DAMAGE AND MOLD POLICY
Effective October 2014

The Association uses preventive maintenance to prevent leaks and backups. In an effort to keep Surfside III COA insurance at a minimum rate, the Board of Directors has established a water damage and mold policy and procedures for unit owners and residents.

Each unit owner is **required** to:

1. Keep units clean and well ventilated, especially bathrooms, kitchens and closets.
2. Check washing machine hoses once a month to make sure they are attached and there is no sign of a water leak at the spigot or in the hose. All hoses should be replaced annually by the owner's plumber.
3. Use exhaust fans whenever cooking, dishwashing and cleaning.
4. **Garbage disposals are a convenience; they do not grind-up excess food and can be the cause of drainage backups. Do not dispose of peels, pasta, rice, coffee grounds, grease of any kind, egg shells, lettuce, fruit cores, cereal, cheese or any solid food item.**
5. Wipe down walls and floors that become wet immediately, especially near showers and tubs. Never allow water to puddle on the floors in any area.
6. Check and replace missing tile grout in tubs and showers and around sinks on a regular basis.
7. Check and caulk shower doors and sliding doors to make sure they are water tight on a regular basis.
8. **Check, caulk and seal all plumbing fixtures including spigots, faucets and drains in order to insure water does not run behind the wall and down the inside of the wall.**
9. Immediately notify Association Manager of the following issues:
 - a. Leaks in the roof, window or door
 - b. Visible dry rot
 - c. Wall, ceiling or floor water stains
 - d. Plumbing leaks, slow draining or drain back-ups in the shower, tub or sink, water damage, flooding, mold, mildew and odors.
10. Provide a key to the Association Onsite Property Manager to be used for emergency access to your unit. Stringent procedures have been established for entry into any unit when the homeowner and/or resident is not available.
11. If an owner suspects to have mold in his unit, it is homeowner's responsibility to have a mold assessment or testing completed by a state certified mold inspector.
12. Homeowners are advised that the Surfside III COA Insurance Policy and the Surfside III COA do not cover damage to personal property within the unit. Each homeowner is advised to carry personal property damage with their personal insurance company. Renters are advised to carry a personal renters' insurance policy to cover damage to their personal items in the unit and to avoid personal responsibility in the event their appliance fails.

NOTE: Should any unit owner or resident not cooperate with items 6, 7, 8, 9 or 10 above then the Association will not bear any responsibility or liability. Since the Association has an obligation to protect all the owners of Surfside III when a water leak occurs, the Association will come in to stop the water leak but does not assume the liability for the source of the water intrusion.

Sewer Backups:

In the event of a sewer backup contact the association office or call the emergency line.

A plumber will be dispatched to your unit to determine the cause of the backup. They will do basic line cleaning to make sure the pipes are clear. The owner is responsible for this expense.

If required, a water damage remediation firm will be dispatched to your unit to dry out wet areas and to open walls if needed to prevent mold from forming. The owner is responsible for this expense.

If required, a sewer line forensic firm will be dispatched to conduct a thorough review of the unit drains and underground sewer lines. This will include videotaping of the lines.

OWNERS ARE RESPONSIBLE FOR THESE EXPENSES DIRECTLY TO THE CONTRACTORS AT TIME OF SERVICE DELIVERY.

If the owner of the unit or another owner caused the problems, such as backups or leaks, the Association will not make repairs and bill back the owner. Each owner is responsible for repairing damage caused by leaks or backups due to failure of their plumbing and/or fixtures.

The Association will be responsible for the cost associated with repairing all affected units under the following circumstances:

An underground sewer line backs up into a first floor unit due to an obvious clog or blockage that cannot be associated with the owner of the unit or the owner an adjacent unit.

An underground sewer line is fractured as identified in the sewer line video.

All other sewer backups are the responsibility of the owner and the owner is to pay for all contractor responses, repairs and damages. Owners with insurance should contact their agent to ensure they are adequately covered. If the problem was caused by another owner, the unit owner is responsible for recovering the costs for response, repairs and damages from the owner.

Water Leaks:

In the event of a water leak contact the association office or call the emergency line.

A plumber will be dispatched to your unit to determine the cause of the leak.

If required, a water damage remediation firm will be dispatched to your unit to dry out wet areas and to open walls if needed to prevent mold from forming.

The association will not pay these expenses. The Association will not make repairs and bill back the owner. Owners are responsible for these expenses directly to the contractors at time of service delivery.

The Association will bear the full responsibility for the cost associated with repairing all affected units under the following circumstances.

A water supply line in the wall, attic or slab leaks.

All other supply line leaks are the responsibility of the owner to pay for all contractor responses, repairs and damages. Owners with insurance should contact their agent to ensure they are adequately covered.

Supply line in attic fails.

Association