

# Pacific Point Homeowners Association

JUNE 2008  
Newsletter  
INTERNET GROUP  
UPDATES

Minutes/Rules/Regulations and other information are posted in our Yahoo group. If you have access to a computer, please sign up at <http://groups.yahoo.com>

## The Manor Association

353 Main Street, Redwood City, CA 94063  
Telephone (650) 637-1616 Fax (650) 637-1670

David Esty - Managing Agent Ext. 348  
Sarah Cozza - Admin. Asst.—Ext. 347

Sandra Charitta - Bookkeeper—Ext. 370

## Pacific Point Board Of Directors

Peter Guzman-Garcia	President
David Hirzel	Vice President
Paul Montelaro	Treasurer
Victor Carmichael	Director
Joseph Higdon	Secretary

**HOMEOWNERS MEETING:** The next meeting will be held on **Monday, June 16, 2008 at 7:30 p.m.** in the Clubhouse.

**NEW CALL CENTER** - During the past year The Manor Association has made several changes internally to provide more prompt response and increased customer service to our community. Manor's new Customer Service Center will be available on June 2, 2008 to promptly and effectively log all maintenance requests. Callers will be provided with a work order number for tracking purposes and follow-up calls will be made, in most cases, to insure effective job completion and total customer satisfaction. The Customer Service Center will be staffed by Debi Powers, Elizabeth Quiry, and Kathy Rodgers.

The Manor Association has also been reassigning Administrative Assistants to provide increased support to their Community Managers. Here at Pacific Point, Sarah Cozza is currently transitioning from Kim Bolanos to become Dave Esty's full time assistant for our community. Some of you may have already had the opportunity to meet or speak with Sarah Cozza, and we are happy she has joined our team!

**CLEAN-UP DAY A HUGE SUCCESS!!!** - Our first annual Clean-Up day exceeded expectations. As a community, we were able to Recycle and haul away several truck loads of unwanted stuff. The Board commends the willingness of the community to come together and make this event an extraordinary effort. Accolades to all involved! As a result of the demand, the Board will be planning another clean-up day and anticipates an annual spring cleaning

**CLUBHOUSE RESERVATIONS** - Board Director Joseph Higdon is the new contact for clubhouse reservations. Please contact Joseph at (650) 201-0933 to arrange for reservation of clubroom space. Please contact Joseph well in advance of your desired function date assist in reserving your desired date.

## **PACIFIC POINT CLUB'S AT THE CLUBHOUSE**

The Board encourages owners of condos to start and manage on-going interest groups or occasional "stack" parties to be held in our newly renovated Club house. Pacific Point Clubs will allow owners to utilize their clubhouse without paying a "usage" fee required for private events. Functions are for owners only and will require a point-of-contact whom will be responsible for the standing deposit and other rules and restrictions equivalent to current

Rules for Vegetation and Personal Property in Common Areas were submitted to the membership for review with the March Newsletter and became effective on May 1, 2008.

**DUMPSTER DOS AND DONTs:** The dumpsters located within the property are for disposal of normal household refuse only. Service is NOT provided for disposal of furniture, construction debris, computers, appliances, etc. Boxes must be broken down and neatly stacked for pickup by the garbage service. Boxes must be broken down and neatly stacked as noted in the guidelines posted at either the enclosure or on dumpster door.

**RECYCLING WOES:** Please do not place non-recyclable materials in recycling containers as it defeats the purpose of the recycling effort. Containers with inappropriate materials will NOT be collected.

**HARD SURFACE FLOORS** - As before the Pacific Point CC&R's state that units on the second and third floors may have hard surface flooring (i.e. wood, tile, etc.) in the **kitchen** and **bathrooms** only. Hard surface flooring in other areas such as your entryway, dining room, or hallway are not in compliance due to noise issues. You may be required to cover such noncompliant flooring with pad and carpet as required by our governing documents.

**PARKING PERMITS** - Updated parking placard re-issuance began in June 2007. Vehicles not parked within enclosed garages must display an updated, valid parking permit to avoid towing. As space for visitor parking is diminishing, residents are requested to assist in minimizing the number of resident vehicles parked in the common area. The hard fact remains that, including deeded garages, each unit has 1.6 parking spaces within the property.

**PARKING VS. STORAGE:** Use of a parking permit for an outside parking space by an owner/renter whose garage space is not in compliance with Garage Storage Rules is a violation. Owners/Renters may use their garages for storage only if sufficient space has been reserved for vehicle parking. By not adhering to these rules, you could be subject to a Garage Storage Fine along with the towing of an improperly parked vehicle. For more information, visit [www.pacificpointcondos.org](http://www.pacificpointcondos.org). In the CC&R and Rules Section, you will find downloadable copies of the Parking and Garage Storage Rules.

**PRIMARY VEHICLE PARKING:** All owners/renters are required to use their garage for their primary vehicle. Parking of a secondary vehicle, to this point, has been permitted with a placard displayed on the rearview mirror. Remember that no owner/renter is allowed to park three (3) vehicles on the premises.

**RED ZONE PARKING**— The parking of motor vehicles within the designated red zones is not only discourteous, but, more important, represents a **safety hazard**. While violations will be cited by the Parking Committee, residents are invited to report violations to the Pacifica Police (non emergency) at 650 738-7314. The police will **respond** and **cite** vehicles parked in red zones.

## **PACIFIC POINT WEBSITE & INTERNET GROUP**

*Pacific Point has a web site with everything you need to know. The site can be accessed at: [www.pacificpointcondos.org](http://www.pacificpointcondos.org). There is also an internet group to exchange views and information. Sign up for the group at <http://groups.yahoo.com>. Search for group name **PacificPointCondos** and join. This is an unmoderated and unofficial newsgroup, and that any communication published via the voluntary newsgroup will not necessarily be read by the property management company or Pacific Point HOA Board Members. The opinions or issues appearing within the newsgroup may not represent some or all of the facts surrounding any issue. All Owners are encouraged to attend regular HOA meetings so that they may be fully informed of issues and facts involving their Association.*

### **WHO TO CONTACT**

**SARAH COZZA—Administrative Assistant**

**Phone 650 637-1616x347 Email: [Sarah@themanorassn.com](mailto:Sarah@themanorassn.com)**

**Kim** is available during business hours to handle maintenance calls. Please call her to expedite scheduling with the proper vendors.

**Dave Esty—Managing Agent**

**Phone: 650 637-1616x348 –[Dave@themanorassn.com](mailto:Dave@themanorassn.com)**

**Dave** can respond to questions regarding the HOA policies and procedures. As a Managing Agent, a portion of his time is spent in the field and cannot always be reached immediately. Leave a message and he will return your call as soon as he is able. If you have a maintenance issue, please contact Kim first to start the scheduling process.

**Sandra Throne—Bookkeeper**

**Phone: 650 637-1616x 370—[Sandra@themanorassn.com](mailto:Sandra@themanorassn.com)**

**Sandra** is available during business hours for assessment and billing related questions. She can also update contact telephones for residents and emergency contacts information.