



We've discovered that we are missing key contact information for numerous residents. This information not only is required to be submitted per your CC&Rs but helps us in the event of an emergency so that we can reach you immediately.

Even if you are certain that we have your information, it would be appreciated if you could send an email or written notice (as we need all contact information to be in writing) to management.

For onsite owners, be sure that we have your current contact numbers; including home, work and cell phones and your email address.

For offsite owners, we need to have your mailing address on file along with your phone numbers (work, home & cell) and email address. We also need to have your tenant's contact information.

\*\*Email addresses are not shared and are used for informal communication, you can sign up to receive official HOA documents and correspondence by email by completing a consent form (management can provide upon request).

# The Village Voice

A publication for The Emery Bay Village Homeowners' Association

## Fire Safety

This past month the Association was informed of a small fire that occurred. While the fire was put out quickly with minor damages, it serves as a reminder of how important it is to avoid situations where our homes and our safety are placed in harms way.

Use proper ash trays to put out any cigars or cigarettes. Be sure that anything left in an ashtray is fully out before leaving the area.

When using your BBQ, do not leave it unattended. Grills should be pulled away from the building while in use to avoid contact with the exterior. Hot coals need to be disposed of only after they have fully cooled. Do not dispose of your coals in the common area.

Each unit should have a fire extinguisher inside. It is important that each resident know where it is located and how to properly use it. In most cases, the local Fire Department will assist you with general instructions.

If you have a fire, after calling 911 and evacuating the building to a safe location, please notify the HOA of the situation.

## Neighborly Reminders!

Living in close quarters with others can cause some disturbances sometimes. Noise travels, smells travel and it can take some time to get accustomed to. If you are a pet owner, be aware that your animal is going to bark while you are not home—speak to your neighbors to see if this is something that occurs frequently so that you can try to curb that behavior. If you are home and your dog is barking constantly please take the appropriate steps as a pet owner to quiet the dog. Dogs should not be left on the patio/balconies of the units unattended nor should they be allowed to eliminate in those locations.

Televisions and stereos should be kept at a reasonable level at all times. On warm days when you have opened windows the noise travels and is very disruptive.

Even conversations can be heard units away. If you are within the unit please be aware of the noise level, if you are on the patio area please understand that others may have their windows open.

Most of the noise complaints are evening and late night issues. If you are having company over late at night please be courteous to your sleeping neighbors. Thank you.

# EXTERIOR WINDOW WASHING

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All Pro Cleaning Services has offered to provide window washing services to owners who sign up through the HOA. The cost for this service is \$185 per unit and includes only the exterior surfaces.

If you are interested in participating you must return the form, below along with a check made payable to Emery Bay Village for \$185 no later than July 16th. All Pro Cleaning will conduct the window washing in early August.

Please note that the Association is not responsible for any damages, and any claims of property damage must be submitted to All Pro Cleaning.

**PLEASE COMPLETE THE FORM BELOW AND RETURN WITH YOUR CHECK. DO NOT LEAVE THIS FORM AND YOUR CHECK AT THE CLUBHOUSE MAILBOX.**

**WHEN COMPLETE, PLEASE RETURN TO:  
ATTN: MICHELLE NEW  
WALSH PROPERTY MANAGEMENT  
PO BOX 2657  
CASTRO VALLEY, CA 94546**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

(please initial below)

I HAVE ENCLOSED MY CHECK MADE PAYABLE TO THE ASSOCIATION IN THE AMOUNT OF \$185 \_\_\_\_\_

I UNDERSTAND THAT THE ASSOCIATION IS NOT THE PARTY RESPONSIBLE FOR DAMAGES \_\_\_\_\_

DUE TO THE WAY THIS WORK HAS TO BE SCHEDULED, WE WILL NOT ACCEPT ANY REQUESTS THAT ARE RECEIVED CLOSE OF BUSINESS ON July 16th.

## Seasonal Reminders

### Financial:

- If you are planning to refinance your home loan, please be sure to advise the lender that you live in a community association and give them the phone number of management. This will help speed your application, as the lender will need certain information from the association. Thank you.
- When you mail your assessment payment, your payment is sent to the Union Bank check processing center. The bank personnel open your payment and your account is credited. Please do not include any comments or messages on your coupon or statement, as the bank will no longer send the coupons to our office. Thank you.
- If you wish to have your monthly assessment automatically deposited into the association's checking account, you can download the forms at [www.walshpm.com](http://www.walshpm.com). You can also complete online payments from management's website.



### Patio & Balcony:

- Please keep any plants kept on your patio or balcony in a healthy condition. Dead plants must be removed along with empty pots/planters. All planters should be placed on a riser to avoid direct contact with surfaces. Please do not place planters on the railings. No items should be placed on the trim of the cutout on the exterior parapet wall. Water having direct contact with these areas, without a proper way to drain will cause damages.
- If your unit has a balcony, do not put carpet or Astroturf on the balcony floor. These types of materials trap water and promote deterioration of the balcony floor. Potted plants are common on balconies. For safety, do not place pots on top of the balcony rails. Please make sure that your potted plants have a saucer or dish beneath it to collect excess water. Thank you. If you have a short BBQ grill or smoker on the balcony, please put protective material beneath it to protect the balcony floor. The heat from a grill that is low and close to the deck will burn the deck coating. Obviously, hot coals will burn the deck surface too.



## Recycle Center Reminders

Waste Management currently retrieves the recycling two times per week. There are times when the bins are too full or inappropriate items are placed in the enclosure and cause Waste Management to skip the pick up due to access issues. Each resident who uses this area needs to follow a few simple rules.

1. Break down all boxes. There is limited space and by breaking down the boxes you ensure that your neighbors have equal access to the area. This also reduces the amount of spillage into the enclosure.
2. Do not throw items over the gate—you need to open the gate and deposit your items into the bins. If the bins are full, hold your items until the pick up occurs. Waste Management does not pick up items on the ground and in some cases charges the HOA for the excessive items.
3. Do not dispose of non-recyclable items or furniture. Irresponsible residents cost the HOA money every time they do this. This results in higher fees due to the maintenance costs. Be responsible.
4. DO NOT GIVE THE CODE OUT TO NON-RESIDENTS.
5. Please ensure when exiting the recycle center that the gate is closed.

The City of Emeryville has a Smoking Ordinance in place. This Ordinance restricts smoking in certain locations within the City and with areas in close proximity to Schools and Day Care facilities, both of which are near our community. The HOA is not the enforcer of this Ordinance. If there is an issue of smoke entering your unit from a neighbor often the best approach is speaking with the neighbor. They may not be aware of the issue and once made aware can take steps to remedy it. The HOA can address nuisance issues but not the enforcement of the city law.

Living in such close proximity, it is important that all residents make an effort to live in harmony with one another. This includes ensuring that your actions do not negatively impact your neighbors. Thank you.

## Trash Disposal

It is now unlawful to put the following items in your trash, recycling or green waste cans, carts or bins:

1. Household batteries of any type;
2. Fluorescent light bulbs and other mercury containing lamps;
3. Thermostats, thermometers, pilot light sensors, electrical switches, relays and gauges;
4. Electronic Devices, including TVs, computer monitors, computers, printers, VCRs, cell phones, telephones, radios, calculators, electric toys and microwave ovens.

For a full listing, see  
[www.stopwaste.org](http://www.stopwaste.org)

For proper disposal of items in categories 1-2-3, call 800-606-6606 for location, hours of operation of facility close to you. For proper disposal of items in category 4, contact the Davis Street Transfer Station at 510-638-2303 for information in services, hours of operation and fees.

## Carbon Monoxide Detectors

The Carbon Monoxide Poisoning Prevention Act of 2010 requires the installation of an alarm in every residence in California with a fossil-fuel-burning appliance, fireplace or attached garage. The California law says you must place a carbon monoxide detector on each level, including the basement, and specifically outside sleeping areas. Carbon monoxide detectors are available at home improvement stores and cost between \$25 and \$45. The more expensive models also function as a smoke detector.

**Have you had your water heater inspected recently? Water heaters should be inspected annually to ensure that any signs of issues are caught before a failure occurs. A few dollars now can save you a few thousand in water damage expenses later!**

## Community Corner

Michelle New,  
Community Manager  
Walsh Property  
Management, Inc.  
PO Box 2657  
Castro Valley, CA 94546

Phone & Text:  
510-888-8983  
Fax 510-538-7202  
[mnew@walshpm.com](mailto:mnew@walshpm.com)  
[www.walshpm.com](http://www.walshpm.com)  
  
[www.emerybayvillage.com](http://www.emerybayvillage.com)

If you have an accounting question please contact 510-888-8965 to talk the accounting department.

All escrow related request need to be done through [www.homewisedocs.com](http://www.homewisedocs.com)

Next Board Meetings:  
July 25, 2018  
Meetings are held in the community center at 7pm