



Cypress Bend Condo I

2320 Cypress Bend Drive South, Pompano Beach, Florida 33069
Phone (954) 971-1340 • Fax (954) 971-1341

Annual Newsletter 2020-2021

December 2020

Message from the President

YOUR 2020-2021 BOARD MEMBERS

- Sharon Frank, President
- Denise Luhman, Vice President
- Derek Fuelling Treasurer
- Kathi Cohen, Secretary
- Virginia Lonow, Director
- Kathleen Schorr, Director
- Wendy Elder, Director

PROTECTIVE REPRESENTATIVES

- Kathleen Schorr, Treasurer
- Wendy Elder, Director

UPCOMING BOARD MEETING DATES

- Mar 9, 2021 7:00 PM
Owners Annual Meeting
- September 9, 2021 7:00 PM
1st Budget Review Meeting
- October 14, 2021 7:00 PM
Budget Adoption Meeting



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Happy New Year! While 2020 has been a very difficult year, I hope you all enjoyed the holidays and are ready to move forward and make 2021 a time to repair the difficulties that we had in the past year.

This past year we have completed a few projects. A few of these include replacing irrigation fences, repainting pool fences and replacing pool gates, bringing them all up to safety codes. The eight slow draining catch basins and drains in the parking lots have been cleaned as routine maintenance projects.

There were some exterior cracks in walls repaired causing water intrusion. Unfortunately, during the last tropical storm that we had, we found that we are having other issues with water intrusion. Having said that, we will get bids in 2021 to begin our 50 year concrete restoration and move forward with repainting the buildings following the restoration project. This project was on target for 2022 but it just makes sense to move forward with doing everything at once instead of making repairs here and there.

If you have been to the office lately, you may have noticed the coin machines that were installed in the lanai area. The price of the laundry machines will be increasing, if not already, to \$1 per load, per wash and dry, both. The price of our laundry machines has not gone up since the day they were put in some 30 years ago, so the Board felt that this move was necessary to help offset some of the office expenses.

Tennille and the entire KW staff in our office are doing a wonderful job in keeping Cypress Bend Condo One beautiful place that we live in. If you find anything on the property that needs to be addressed, please make every effort to call the office and let them know. There is an answering machine after hours, so be sure to leave a message about your concerns. We cannot fix something that we don't know is broken.

A very big issue we are having right now is the trash in the dumpster rooms. Please break down all cardboard boxes when placing them in dumpsters. We are now having bulk pick up nearly every month, so please make every effort to arrange your larger items to be put in the bulk pick up area rather than leaving them in the dumpster rooms or outside of the dumpster rooms. We are being charged by Waste Management for the trash dumpsters being overloaded, mainly because of large cardboard boxes that are being put in the dumpsters. This is one of the many reasons the maintenance is going up for 2021.

Email blasts are being sent out to inform the community of some items happening in Condo One such as bulk trash pick up, maintenance repairs, issues that may affect you such as water shut off's, etc. if you are not on the email list, please call the office and have them add your email so you can receive these blasts.

Thank you all by being patient during the Covid pandemic. Hopefully we will see some promising relief in 2021 with the new vaccine available. We will monitor the situation closely and when the numbers start coming down consistently, we will re-evaluate putting the pool furniture back around the pools. And for the sake of your neighbors, if you are sick or infected with the virus, please stay in your unit and try to avoid using the common areas. Wear a mask to protect those around you.

Everyone please do their part in making Cypress Bend a place to be proud of to live in. Please refrain from leaving trash in the parking lot and around the buildings. On behalf of the entire Board of Directors, I wish you a healthy and prosperous new year. See you around the Bend!

Sharon Frank, President
For the Board of Directors

KW Property Management



Mission Statement: "To provide the highest quality property management services including exceptional accounting, knowledge-based maintenance and dedication to superior customer service and hospitality".

The Staff and Management enjoys working with the Board, Owners, and Residents throughout the year. The Board works countless hours behind the scene, and it's a privilege being part of the team.

If you have any concerns, please contact us at the on-site office at (954) 971-1340. The fax is (954) 971-1341. The office hours are 8:30 am to 5:00 pm, Monday through Friday. The KWPMC Emergency number is (800) 514-5770.

The Staff and I would like to wish all Board Members and Residents a happy and healthy holiday season and all the best in 2021!

Management Email

Tennille Adams, Property Manager

TennilleA@kwpmc.com

Catherine Ruiz, Administrative Assistant

CatherineR@kwpmc.com

Maintenance Payments

VERY IMPORTANT INFORMATION... Maintenance payments are **DUE AND PAYABLE ON THE 1st OF EACH QUARTER (JANUARY, APRIL, JULY & OCTOBER)**. Maintenance payments must be by Check or Money Order (include coupon) made payable to ***Cypress Bend Condo I*** and mailed to:

**Cypress Bend Condo I
c/o KW Property Management
PO Box 628207
Orlando, FL 32862-8207**



KWPMC has partnered with ClickPay which will provide residents with a new and improved way to manage and pay maintenance fees online.

We invite you to set up individual or automatic payments online by e-check (ACH) from a checking or savings account **now for FREE**. You may also set up payments via all major credit cards for a nominal fee.

To create your account, visit www.kwpmc.com, click *Resident Center*, and then *Payment Portal*.

PLEASE NOTE: The Condo on-site office will not accept maintenance payments and NO CASH WILL BE ACCEPTED at any time.

****PAST DUE STATEMENTS ARE NOT SENT OUT!****

If your maintenance is not paid by the 20th of the first month of each Quarter (January, April, July and October), your account will be turned over to the Association's attorney, without any further contact from Management. You will then be responsible for all attorney fees and costs, as well as the past due maintenance. Should your account be referred to the attorney for any reason, it is imperative that you contact the attorney's office directly. DO NOT contact Condo 1 office or KW Property corporate office; we cannot intercede.

If you own more than one (1) unit, it is imperative that you send a separate check in the proper envelope for each to be sure that credit is issued to the proper account. The Lockbox System is not designed to properly credit more than one account per check.

Things to Remember...

- **Laundry Rooms** — For the safety of all residents, using trash cans to hold doors open is not permitted, as it eventually ruins the trash can. Remember that overloaded machines will not wash or dry your clothes properly. Also, please clean the filter in the dryer after each load to avoid build-up and possible fire. Be considerate of other residents and remove your laundry from the machines right away, close windows, turn off fan & make sure door is locked after use. Report any issues with the machines to the Management Office for repairs in a timely manner.
- **Trash Chutes/Dumpsters** – All discarded materials should be tied up in plastic bags for disposal and no items larger than the chute opening should be thrown down the chute. Larger items should be broken down and placed in the dumpster in the trash room. Residents are responsible for the proper removal from the Association's property of all construction debris, old furniture/appliances, etc.
- **Parking**— All vehicles parked on Association property **MUST** have the Parking Boss decal or guest pass & be parked in your designated parking space, to avoid ticketing and/or towing. Decals are vehicle specific & are not transferrable to another vehicle. Guest passes can be obtained from the office during business hours or online at www.cypressbend1.parkingattendant.com after hours using your 4 digit code obtained from the office. Management must have a copy of all current/renewed vehicle registrations. Parking in another space other than the number assigned to your unit is strictly prohibited without written authorization from the owner. Residents are responsible to ensure guests follow parking rules.
- **Pool Rules** — Any child under the age of twelve (12) must not be allowed to use the pool unless supervised by an Adult.
- **Guests, including** immediate family members, staying longer than a period of 30 days will be considered a 'Tenant' and a proper lease and approval must be done.
- **Water Shut-off Valves**— There is Riser Shut-off Valve for water to your unit located in the air-conditioning closet. Please turn off the water and unplug your water heater when you are planning to be gone for any length of time.
- **In Case of Fire**—Pull down on the lever at the Pull Station on the corner of each floor and call 911 immediately.
- **Insurance Renewals**—Your bank or lending institution will send a request annually for the renewals of the Building and Flood Insurance Policies. You may request proof of insurance from the office via email, in person, or download a copy on the website at www.cypressbend1.com.
- **Approved service animal (SA) or emotional support animal (ESA)** – Owners must attain a dog tag from the office.

Cypress Bend Protective Corporation

The Master Association for the seven (7) Cypress Bend Associations completed several projects in 2020, including:

- ◆ Repaired the east perimeter wall where two vehicles crashed into it.
- ◆ Worked with the City on mitigation efforts for the sewage spill on the days after January 24th.
- ◆ New Precor inner/outer thigh machine installed in the gym.
- ◆ New compressor for half the card/meeting room.
- ◆ When Covid-19 State and County restrictions caused closing of the gym in March, the inside walls and ceiling were painted.
- ◆ Iguana Solutions removed 130 iguanas from Cypress Bend properties.
- ◆ New submersible 20hp motor was installed to power the Cypress Bend fountain.
- ◆ Improvements were made to the Lazy River so that algae would not keep blocking the pumps for the bubblers.

For further information or if you have any questions about the Master Association facilities, please contact Protective's manager, Janice Elliott at (954) 972-8880.

Frequently Asked Questions

Prepared by the Association—Not Realtors!

Q: What are my voting rights in the Condominium Association?

A: One (1) vote by the Owner of Record for each unit. If the unit is owned by more than one (1) person or a corporation, the designated person on the Voting Certificate shall cast one vote per unit.

Q: What are the restrictions in the Association Documents on my right to use my unit?

A: The unit shall be used for Single-Family residences only; commercial usage is prohibited. No separate part of a unit may be rented and no transient tenants are permitted. No alterations to a unit that will increase insurance rates on the unit, Common Elements or which will interfere with the rights of other owners or Association are allowed. Obey the Rules and Regulations and refrain from being a nuisance to other residents. No pets are permitted on Common Areas of the Association.

Q: What are the restrictions in the Association Documents regarding leasing my unit?

A: Unit may be leased only once per year. A prospective Tenant shall give written notice to the Association on the forms provided by the Association, along with other pertinent documentation, pay the necessary application, move in/out cost expense, authorize a background and credit check, and appear in person for a final screening interview prior to occupancy. At least 30 days should be allowed for processing. The owner must have owned the unit for a period of one year prior to being leased.

Q: How much are my Assessments to the Association for my unit type and when are they due?

A: Maintenance assessments are due on the first day of each quarter (January, April, July & October).

Q: Is there a Master Association and if so, what is the name of the Association, what are my voting rights and how much are my Assessments?

A: The Master Association is Cypress Bend Protective Corporation, the assessments are currently \$55.50 per quarter and are included in your quarterly maintenance payments to the Cypress Bend Condominium I Association, and the voting rights are exercised through the Condominium Association.

Q: Am I required to pay Rent or Land Use fees for Recreational or other Commonly used facilities?

A: No

Q: Is the Condominium Association or Master Association involved in any court cases in which they may face liability in excess of \$100,000? If so, please identify each such case.

A: Not as of this mailing

NOTE: THE STATEMENTS CONTAINED HEREIN ARE ONLY SUMMARY IN NATURE. A PROSPECTIVE PURCHASER SHOULD REFER TO THE ASSOCIATION DOCUMENTS, ALL REFERENCES, EXHIBITS AND SALES CONTRACT . Revised January 1, 2019.



Management is currently reviewing all unit files. If you have a tenant with an expired/expiring lease, please contact the office to update our records.

*****IMPORTANT OWNER NOTICE*****

It is the owner responsibility to ensure their tenants comply with all rules & regulation of the Association, as not doing so can have a negative effect on their lease renewal decision.

TAMPERING WITH THE FIRE ALARM SYSTEM, INCLUDING THE “MINI HORN” LOCATED IN THE UNITS IS STRICTLY PROHIBITED. THIS IS A THIRD DEGREE FELONY AND OWNERS WILL BE HELD RESPONSIBLE

***Bicycle Rack Rules* NOTICE**

Bicycle racks are located in each Cluster for the use and convenience of all Cypress Bend Condominium I residents. Bicycle owners can park them at their own risk and the Association assumes no responsibility or liability for any lost, stolen, or damaged bicycles left at any time.



- Bicycles must be in good condition and secured using a U-lock, cable, or chain with a lock while parked in bicycle racks.
- Parking bicycles in areas other than the designated bike racks is not permitted. If bicycles are left in unauthorized locations (for example chained to a tree, leaning against building, etc.), bicycles will be immediately removed & discarded.
- Storing items such as kids toys, strollers, broken & unusable bicycles, or any other equipment in the bicycle area is not permitted.
- Bicycles should be parked in a neat and orderly manner using bike slots. Residents should not park bikes in a way that takes up additional spaces

***Pipe and Drain Blockage* Notice**

The Association often incurs unnecessary costs in unclogging the main pipes due to blockages that are easily avoidable. As a reminder, please DO NOT flush or pour the following items down the toilets or drains (even if the package states flushable):



- Paper towels
- Tissues
- Sanitary napkins
- Tampons
- Condoms
- Plastic wrappers
- Cigarettes
- Q-Tips
- Disposable Sanitary wipes
- Baby wipes
- Cleaning wipes
- Grease or cooking oil
- Rice, coffee grinds, egg shells, etc.
- Cat litter

Do's and Don'ts

**Please take the time to read this newsletter in its entirety.
There are important issues to be aware of.**

- 1. All Owners & Residents should have received a copy of the Rules We Live By. It is the responsibility of each and every one to know and adhere to all Rules and respect each other. If you need a new copy, please contact the office.**
- 2. Owners are responsible for their tenants.**
- 3. Owners & tenants alike are responsible for their guests.**
- 4. Tenants who do not abide by the Rules and Regulations of the Association are subject to having their lease terminated or not renewed.**
- 5. Owners will be charged for damage to Condo One property including expenses causing additional use of staff's time to make repairs or do excessive cleanup. It is the responsibility of the owner to pay these fees to the Association and then collect such fees from their tenants / guests.**
- 6. Do not park in emergency lanes or other owners' spaces. Do not back vehicles in to the spaces. Do not block other vehicles or entry ramps, or drive motorized vehicles on sidewalks or entryways. Please park in between the white lines.**
- 7. Owners are responsible for instructing all vendors and/or guests to park in the guest parking spaces.**
- 8. Trucks and vans must have a parking permit and must park in truck parking only.**
- 9. Improperly parked vehicles will be subject to being towed without notice.**
- 10. Do not make any repairs to your vehicle on or in the parking lot.**
- 11. It is your responsibility to have large item hauled off the property at your expense or keep them in your apartment until a bulk trash pickup date is announced.**
- 12. Please do not leave any trash in front of the trash chute doors. If the item doesn't fit in the chute, you must place it in the dumpster on the ground floor. If you need access to the dumpster room please contact the office.**

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Do's and Don'ts

Please take the time to read this Newsletter in its entirety. There are important issues to be aware of.

(Continued from page 6)

13. **Please do not leave trash or any items outside your unit. This is a fire hazard. Walkways need to be clear of debris at all times. This will be enforced by the Fire Marshal.**
14. **Move in/out and all deliveries must be completed Monday through Saturday only between 8:00 A.M. and 6:00 P.M. No Deliveries on Sundays. No Exceptions. You must request the elevator key at the office prior to move in/out and all large furniture deliveries.**
15. **Please do not hold the elevator door with your hand or boxes for any length of time. This causes the mechanism to break and additional repairs must be made, at a cost to all owners.**
16. **All vendors must report to the office prior to any work being done in your unit or on the roof. In the event that access to the roof is required, the unit owner must first notify the office, then the vendor/contractor must go in person to sign out the roof key. All vendors/contractors must provide proof of licensing and insurance to the office before being allowed to work on an owner's unit and before a roof key is signed out.**
17. **Please be respectful of your neighbors and keep the volume on low when playing any music or musical instruments. If your neighbors can hear your music, it's too loud.**
18. **Please do not leave any books or other items on the benches in front of the elevators, in the laundry rooms, or anywhere else on property. If you want to donate any items, please do so appropriately.**
19. **Pool patio furniture is not to be removed from the pool area. It may not be taken off property or place on individual unit patios.**
20. **Should you notice anything in need of repair on the common areas, please notify the Management Office as soon as possible.**
21. **Do not use waste basket to prop open laundry room door.**



**Thank you for helping to make our
community a great place for all of us to
live!**



Cypress Bend Condo I

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October 16, 2017

ATTENTION: OWNERS

By copy of this letter please be reminded that owners are responsible for damages to their own patios if those patios have any floor coverings on them other than the concrete paint that is specifically recommended for this use. Owners are also responsible for any damage that may occur to their own patio if that patio is enclosed.

Enclosed patios, as well as patios with carpet and/or tile should be included on the individual owner's homeowner's insurance policy.

It has long been the Association's policy that owners whose patios are enclosed are no longer considered a "common element" and are the sole responsibility of the homeowner.

Further, concrete & rebar that are subject to moisture will disintegrate. Patios that have carpeting and/or tile will hold moisture in, and this will cause the concrete to crumble and the rebar to rot away.

Many years ago, Cypress Bend Condominium One Association advised all owners that they were to have nothing on the patio floors except for the recommended concrete paint. Everyone was advised to remove all carpeting and/or tile from their patios and from that time on, any owner who did not would be responsible for any concrete damage.

It has come to our attention that there are still some owners in Condo One that have carpet and/or tile on their patios. **Therefore, from this date forward, the rule will be strictly enforced that if there is damage to a patio, and that patio has carpet or tile installed, or if the patio is enclosed, the owner will be responsible for bearing the cost of any repairs.**

If you need advice as to what kind of paint is allowed, please contact the management office.

Sincerely,
Board of Directors
Cypress Bend Condominium One Association