



Murieta Homeowners Assoc.

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**Website:**

[www.murietahoa.org](http://www.murietahoa.org)

**Email:**

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**OFFICE HOURS:**

Monday - Friday  
9:00 a.m. - 6:00 p.m.  
Sat. & Sun  
Closed

**Important Dates:**

- **New Year's Day - Observed Mon., 1/2 - OFFICE CLOSED**
- **Applied Pest Mgmt. visit, 1/3 & 1/17 9:00 - 11:00 a.m.**
- **Women's Koffee Klatch, 1/9 in the North clubhouse @ 8:30 a.m.**
- **Finance Com. Mtg: Tuesday, 1/10 in the North Clubhouse @ 5:30 p.m.**
- **HOA Meeting: Tuesday, 1/10 in the North Clubhouse @ 7:00 p.m.**

# Murieta News



JANUARY 2017 – MURIETA HOMEOWNERS' ASSOCIATION NEWSLETTER

## Volunteers Needed, Board Election Pending Nomination Forms Available

Murieta's Annual Meeting of the Membership and Election of Directors will be held on April 11, 2017.

Interested Murieta Owners are encouraged to step forward to serve as Board Members. Nominee requirements are that an owner is living at Murieta and is in Good Standing. All you need is honesty, maturity and a willingness to be of service to others. Board members are asked to attend one monthly meeting a month and stay in contact with other Board Members and the office via email. Interested owners are encouraged to contact the office for a Nomination Form.

## Homeowner's Annual Checklist:

The following are list recommendations provided to you for the general maintenance and upkeep of your unit. The HOA advises you to perform the duties listed below on a minimum of an annual basis.

### PLUMBING (You May Want to Employ a Plumber for Items on this List)

1. Inspect the water heater pan for any signs of leaks.
2. Inspect the gas fittings by applying soap and water on the gas shut-off valve to test for bubbling of leaking gas. If there is a leak, call PG&E immediately.
3. Water valves can freeze over time. Test all toilet, faucet and water heater valves.
4. Inspect the areas underneath all sinks; check for leaks from valves, water supply pipes and drains, garbage disposals, etc.
5. Test for toilet tank leaks.
6. Visually inspect all shower heads and tub spouts for leaks.
7. Clean sink drains with enzyme cleaners which foams up in the drain and breaks down sludge.
8. Check the silicone, or caulking, throughout your kitchen and bathroom(s) for damage and/or failure.
9. If you shut-off the water to your stack (your stack includes only the units directly above and/or below yours), you must notify your neighbors at least 24 to 48 hours in advance whenever possible.
10. First floor residents should check the water spigots in their patios.
11. You can use a water pressure gauge to test the water level at your unit. The water pressure level at Murieta is 62psi.
12. Check the floor around washing machines, refrigerators and dishwashers for signs of water leaks.

### HEATING

1. If you have and use your fireplace, you must perform a certified chimney sweep at least once a year and provide documentation to the office.
2. Check furnace valves with soap and water to test for possible gas leaks.
3. Replace furnace filters.

### GENERAL MAINTENANCE

1. Lubricate all hinges on doors, cabinets, and windows slides.
2. Clean all window and slider tracks and lubricate.
3. Replace smoke and carbon monoxide alarm batteries.
4. Check circuit breakers for easy trips; you may want to have an electrician or handyman help you test for this.

## Murieta Updates

- ◆ **Office Staff:** Our Community Manager, Carmen Vargas is back from maternity leave. Regular Office Hours have resumed. We thank all homeowners and residents for their flexibility during temporary hours.
- ◆ **2017 Board Meetings:** Unless otherwise noticed, Board Meetings are held in the North Clubhouse on the second Tuesday of each month at 7:00 pm. All homeowners are encouraged to participate. Agendas are posted in the bulletin boards of all Murieta buildings at least 4 days in advance of the meetings.
- ◆ **Earthquake Insurance:** All homeowners will have the opportunity to vote this April on whether to purchase earthquake insurance. Detailed information on the pros and cons of purchasing earthquake insurance, as well as the associated costs, is available at the onsite office. 51% of the voting membership have to approve the purchase in order for it to pass.
- ◆ **Making Auto-Payments:** You can avoid late charges by signing up for automatic payments withdrawn directly from your checking or savings account. To set-up automatic payments, visit us online at: [murietahoa.org](http://murietahoa.org), click on **Forms, Fees & Insurance** link listed under the **Table of Contents** on the left column, click on **Automatic Payment Authorization**, print and complete this form. Email or mail the form to the Office or drop it off at the Office or mail slot.

## Common Area Carpet Steam Cleaning

The next round of common area hallway carpet steam cleaning will take place on the week of January 9th through 13th in Building 4 (39931), Building 5 (39865) and Building 6 (39887).

Mr. Unlimited offers discounted rates to residents who would like their own carpets cleaned on the days that he will be in your building. If interested, please call Mr. Unlimited at: (650) 679-5544 for an estimate.

**Go Green - Go Paperless!** To request email Statements and Newsletters, please send an e-mail to [murietahoa@gmail.com](mailto:murietahoa@gmail.com) using your preferred email. **All participants are entered in an annual \$50 drawing each year.**

## Bay Alarm Monitoring & Repair Services

On December 28, 2016 Bay Alarm took over Stat-comm's role as our designated fire alarm service and monitoring vendor. You will now see Bay Alarm's technicians onsite periodically for repairs and at the annual inspections that take place later this autumn.

The fire alarm system in your building is fully automatic and is designed to provide a warning/notification of an actual fire. Each unit is equipped with heat detectors (connected to the building fire alarm system) located in the living quarters (dome-shaped devices). Whenever this sensor detects heat rising at an abnormal rate or reaching 135 degrees, it will activate the building's fire system.

When a unit heat detector activates, the main fire system in-unit and common area audibles sound. Concurrently, an alarm signal is sent to Bay Alarm's central station monitoring center, which in turn dispatches the Fire Department. Upon Fire Department dispatch, central station then alerts management and Bay Alarm's Service Department or after-hours emergency service personnel.

Each residential unit has an interior audible connected to the fire alarm system. When the heat detector in your unit or any pull station in your building is activated, the audible within your unit as well as common areas will sound.

**Warning: Do not tamper with the system as it is cause for legal action. This includes the removal of the audible device or heat detectors in your units. All expenses related to the tampering of these units can and will be billed to the unit owner.**

## Rental Restriction

Murieta has a 25% rental cap. Currently there are 53 homeowners on the Waiting List seeking to obtain an authorized rental status. All units sold must be for owner-occupancy only and cannot be investor purchases. Unauthorized rentals are subject to Hearings, daily fines and loss of privileges. **Please see your CC&Rs page 13 regarding rental restrictions.** We encourage all interested homeowners to get on the Waiting List to obtain rental authorization.

Please note that while the rotation period has been short in the last couple years, it is unpredictable and has historically taken several years to get to the top of the list. Please send your email request to: [murietahoa@gmail.com](mailto:murietahoa@gmail.com) to get on the Waiting List.