



Commodore Club West Condominium

Volume 5 Issue 10

A Monthly Newsletter for the Residents of Commodore Club West Condominium

May 2019

COMMODORE CLUB WEST CONDOMINIUM ASSOCIATION, INC

155 Ocean Lane Drive
Key Biscayne, Florida 33149

ASSOCIATION OFFICERS

President.... Dr. Dieter Sauer
Vice Pres.Eduardo Velosa
Treas. Peter K. Schumann
Secretary... Stephen V. Crane
DirectorAdelena Quevedo

PROPERTY STAFF

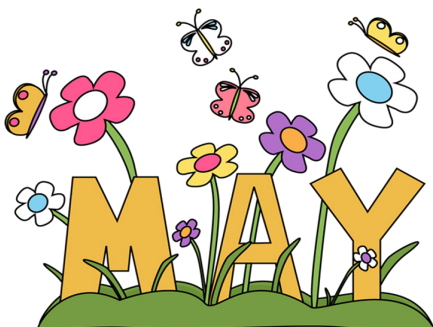
ManagerNiurka Muñoz
Niurka@ccwcondo.com
Admin. Asst. . Lianet Navarro
Maintenance.. Gustavo Urbina

IMPORTANT NUMBERS

Main305-361-7316
Front Desk.....305-361-7468
Gate House305-361-7212
Fax305-361-9033

OFFICE HOURS

Monday - Friday..8am - 4pm



From the Desk of the Manager

Dear Residents,

Hurricane Season is quickly approaching, and we encourage all residents to commence the necessary preparations in the event we are directly affected with a disaster. As a reminder, it is important to have your shutters tested and maintained as necessary. You may contact the office should you need contact information for shutter repair/maintenance companies.

CCW Office Contact Information:

Tel Phone #: 305-361-7316
Email(s):
Niurka@ccwcondo.com
Lianet@ccwcondo.com

Below is a recommended "to do" list for resident routine preparations:



- **Acquire a Local Hurricane Guide:** Most municipalities in Florida produce hurricane preparedness guides that include evacuation plans, shelter locations, important contact numbers, survival kit recommendations, and more.
- **Update Your Contact Information with the Management Office:** All residents should make sure that the association has their accurate phone number, address and email address. Residents should inform the office if they plan to leave the building in case of a mandatory evacuation.
- **Hurricane Shutters Inspections:** It is highly recommended for residents to inspect their hurricane shutters prior to the commencement of the hurricane season (June 1st) in case repairs are needed.
- **Disabled Resident Assistance:** Any residents that may need assistance in the event of an evacuation should inform the management office and also reach out to their city and/ or county to sign up for emergency aid.
- **Consider Homeowner's Insurance:** All unit owners should consider homeowners insurance (generally called a HO-6 policy) for their condominium.

Detect-a-Leak Week

Detect-a-Leak Week is held annually every May. This is the perfect time to give your home a once over, checking for leaks that may be costing you money! Even a small leak can add up to hundreds of dollars a year, and could damage surrounding fixtures, cabinets, or floors.

One of the biggest culprits is the toilet. You often cannot tell if your toilet is leaking simply by examining it. Place a few drops of food coloring, just enough to slightly color the water, in the main tank. Let it sit for several hours, then check the toilet bowl. If you see the color in the bowl, you have a leaky toilet and it needs to be repaired. Check for dripping faucets, pipes, and connections by examining all plumbing in your home. Use a lightweight cloth to wipe around each connection. If your cloth becomes wet, you have leaky plumbing that needs to be repaired.



Don't forget to stop those leaks that you can control! Turn faucets off all the way. Don't let water run when you brush your teeth. And don't use your toilet as a wastebasket. Instead of throwing items such as tissues in the toilet and flushing, use a small wastebasket in your bathroom instead.

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★ Have a safe ★ Memorial Weekend! ★

Memorial Day marks the beginning of the summer recreation season. It is also a time for accidents. Make sure that you and your family are safe this Memorial Day weekend by remembering these simple safety tips.

Drive Safely

More people will be on the road on Memorial Day weekend, making for congested roads and highways. Don't forget to always wear your seatbelt, and observe all posted traffic signs and speed limits. It is especially important for children to be in proper child safety seats in your car. And never drink and drive!

Play Safely

If you are going to be spending time near or on the water, don't forget to be safe. If you will be on a boat, wear a life jacket, follow all boating rules, and don't operate a boat while drinking. If you will be swimming, remember to swim with a buddy, swim only in safe water, and never dive into shallow water. All children should be supervised at all times around any type of water. If you will be spending any time in the sun, don't forget to use sunscreen and wear a hat.



RE-OPEN OLD & DENIED CLAIMS

FREE CLAIM INSPECTION

IS YOUR ROOF LEAKING?

ARE YOU HAVING PLUMBING BACKUPS?

DO YOU HAVE WATER DAMAGE?

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Important Reminders

STORAGE AREA: For your safety and the safety of your neighbors, PAINT and other FLAMMABLE CHEMICALS, are not to be stored in the storage rooms or in your A/C closet. Also, all personal belongings must be kept inside your storage bin. *All abandoned items, not identified, found inside outside of the Bins, will be trashed during the monthly inspections.* Please contact the Front Desk to sign out/ in the key to your Storage Room.

VISITORS: Please make sure that every visiting guest is registered at the Gate House. If you have guests staying with you or guests staying in your apartment during your absence, let the office and the Front Desk know in advance by a letter or e-mail including names and dates.

BALCONIES: Balconies may not be used as a clothes line to hang clothes or other objects, such as beach towels, rugs, etc. on the railing of the balcony. When cleaning your balcony, no dirt, trash or water may be swept off or dumped over the balcony sides. Please be considerate of your neighbors.

PARKING GUIDELINES: No parking or standing is permitted at any time in the main entrance driveway of the building. There will be no parking that obstruct the access to the building. Do not park in the "Fire Lane" as the KBPD has been patrolling and issuing citations. ATTENTION: Owners/Residents MUST park in their assigned parking space(s). Any Unauthorized Vehicle reported parked in another Resident/Owner's parking space will be automatically **TOWED**, at the Vehicle Owner's expense.



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