

Campus Walk HOA

VOLUME 3, ISSUE 1

JULY 2014

IMPORTANT NOTICE

NEXT BOARD MEETING IS SCHEDULED FOR JULY 9 AT 6:00 P.M. (new time) in Study Lounge

NOTE: Board meetings are held on the 2nd Thursday of every month.

EXTEND LIFE OF A/C UNITS
TIME TO CHANGE your A/C filter!
Filters should be cleaned/replaced at least once a month during the year; especially during the hot months.
IMPORTANT REMINDER—
When having your unit checked and primed have the tech check your ducts and, in particular, the condensation line is not clogged. Make sure this is done on a regular basis. Most common source of leaking.

WALKWAY AND BALCONY RESURFACING to begin Tuesday, July 8th! The Board of Directors have approved bid to resurface the interior walkways along the unit doors as well as all balconies. Notices will be posted on the doorways with instructions. Please make sure ALL items are removed

from the balcony and doormats are removed from the walkways. **Project will begin with Building 1 (Units 101—206.** There will be caution tape placed in front of doors as reminder. Before stepping out the door



ask the workers for assistance and a temporary walkway will be provided for exit & entry. Please call (520) 882-0228 with questions. If your tenants are moving in / out during the scheduled time the walkway in front of your unit is being resurfaced—contact Debbie Tolton immediately.

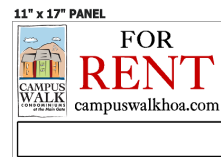
See pg 4for schedule



LOOKING FOR PARKING SPACES TO RENT

For this coming school year—there are several residents looking for parking spaces to rent. If your spot is available—please email for contact information. (dtolton@cadden.com).

Unit available for rent?



Contact the HOA office to request your unit be placed on the flyer which is distributed to prospective tenants. **THERE IS NO CHARGE** for this service. PROVIDE: Unit #, Contact Name, Contact Phone #, Contact e-mail address, if unit is furnished or unfurnished, # of bathrooms, when the unit is available, and other pertinent information.

A **SECOND OPTION** is listing your unit on the Association website (www.campuswalkhoa.com) for \$25.00 made payable to **Jeanne Schreiber, with Sky View Creative.**, mailed to: **Jeanne Schreiber, 4032 Farm Hill Blvd., #7, Redwood City, CA 94061** Provide unit information and one (1) photo in JPG format PLUS you can link your listing to a website or PDF file. If you want to update your listing, charge is \$15.00.

OWNERS: MAKE SURE TO UPDATE YOUR RESIDENT CONTACT INFORMATION. THIS IS VERY IMPORTANT! FOR YOUR CONVENIENCE, FORM IS ATTACHED TO THE EMAIL. PLEASE RETURN NO LATER THAN August 30, 2014. ANOTHER IMPORTANT ITEM IS ADVISING THE ASSOCIATION IF YOU HAVE A FAMILY MEMBER RESIDING IN YOUR UNIT—THIS INFORMATION IS USED BY FINANCIAL INSTITUTIONS WHEN REVIEWING LOANS, RE-FI, ETC. Thank you for your assistance!

CHECK FOR WATER LEAKS



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Water is one of the highest expenses the Association faces.

MAKE SURE THAT ALL DRIPS AND LEAKS ARE ADDRESSED IMMEDIATELY. Once classess commence, the On-Site Manager will be checking toilets and faucets in all units . As Homeowners you are

responsible for maintaining these items in your unit -- Ask your tenants—do any faucets drip? Is the toilet continually running? Well, maybe it's just a small drip -- you ask "how much water can a little drip waste?" But think about each faucet in your unit dripping a little bit all day long. What

if every faucet at Campus Walk also dripped? These drips add up to GALLONS of water being wasted. Homeowners— please help cut wasteful spending which affects the budget; which affects the monthly Assessments; which affects everyone.

**** DID YOU KNOW EXPANDED BASIC CABLE IS PROVIDED BY THE ASSOCIATION? ****

For convenience, Debit and credit cards are now accepted in the Laundry Room!



CHECKLIST

SUMMER HAS ARRIVED—TIME TO THINK MAINTENANCE!

✓ **PAINT FRONT DOOR TO UNIT.** For your convenience—paint is available in the HOA office for touch ups. Please note approved color: Rough Hewn #514—Product # 2416 semi gloss from Glidden Professional Paint formerly ICI Paints— They deliver—(520) 326-2481 located at 5420 E. Speedway ***

✓ **REPLACE WATER VALVES under sinks.** Routinely check under sinks for leaks.

✓ **CHECK HOSE IN KITCHEN.** Reports have come in that the hoses are failing (leaking) and need to be replaced before water damage occurs.

✓ Learn in advance if there

is a shut-off valve in your unit (most units do not have one).

✓ Contact HOA office at least 24 hours in advance of ANY plumbing work to be done in your unit—(no matter how minor). As a precaution—water to building should be turned off.

✓ If you have a dryer—inspect and clean your dryer vent flex hose and hire professional to clean dryer ducts to remove lint and blockage at least annually.

✓ Inspect windows and sliding doors for cracks/leaks. Replace weather stripping and caulk as needed.

✓ Caulk outside sliding glass door where balcony meets—water has been know to leak thru.

✓ Inspect water supply

lines to ice makers, washers, dish washers (#1 cause for claims)

✓ Don't use the toilet as a wastebasket . **Important to advise tenants NOT to put anything but toilet paper in the toilet—especially wipes.** With old, galvanized pipes—wipes tend to collect and gather, causing blockage. (#2 cause for claims)

✓ Test your smoke detectors, change 9V batteries frequently. Maintain at least one fire extinguisher

✓ Test GFI receptacles periodically

✓ Clean and service your appliances as recommended by the manufacturer.

RESIDENTS Corner—Reminders from the HOA -

Rules? What Rules?

As a resident living in Campus Walk, you are subject to certain rules and restrictions. We will be sharing with you some of these rules in this section of the newsletter. If you have any questions regarding these rules or restrictions, please stop by the HOA office Mon-Thu 11AM-3PM.

- **Trash**— Trash bags are NOT to be placed outside the units on the walkways. Trash is to be immediately disposed in community receptacles located on either end of the parking lot. Trash left on walkways will be subject to fines (min. \$50/day). The trash cans around the complex in the common areas are for small items and miscellaneous trash only, NOT household trash, pizza boxes, etc. Please take your household garbage to the dumpsters.
- **Doggie Station**—Doggie station available for everyone to clean up after their pet. Please be courteous and use the bags.
- The **GATES** are not to be propped open. Residents are encouraged to close any gates that have been left open. Gate keys are available in the office. Stop by the office to register to have your name accessible in the Directory.
- **Balconies**— Do not hang towels, rugs, etc on balcony railing. BBQ's which are not gas operated are not allowed on the balconies. Any furniture placed on the balconies must first be approved. *Please get in touch with your landlord to obtain the proper procedures.* Forms are available in the HOA office.
- Enjoy the **POOL**—Make sure to put the umbrellas down once you leave. Glass of any kind is NOT ALLOWED In the pool area. **PETS ARE NOT ALLOWED IN THE POOL AREA.**
- **Noise**— be courteous to your neighbors.....fines will be issuedranging from \$100 to \$1000 per offense.
- **BIKES**— to be parked in bike racks ONLY. Not to be stored on balconies or walkways.

MAKE SURE TO COMPLETE THE ATTACHED FORM REQUESTING TENANT / RESIDENT CONTACT INFORMATION.

VERY IMPORTANT—

PLEASE NOTE ON THE FORM IF THERE IS A FAMILY MEMBER RESIDING IN YOUR UNIT. THIS AFFECTS THE FINANCING OF UNITS.

Make sure to advise your tenant to stop by the office for welcome packets.

Got keys? Got Parking permits?

GATE KEYS—\$10.00 each. Available in the office. Cash or check only

2014-15 PARKING PERMITS— Will be available August 18th. Current permits will EXPIRE September 15, 2014. Additional parking permits are available in the HOA office for a charge of \$25.00. This comes in handy if your roommate leaves town and forgets to leave the permit!



REMEMBER –If you park in the parking lot your vehicle **MUST** have a valid parking permit easily visible (hung on your rearview mirror)—

Contact on-site manager *Debbie Tolton* should you have any questions at (520) 882-0228 or e:mail dtolton@cadden.com.

New 2014-15 parking permits available August 18, 2014



2014 Board Members

President: Donna Catalano
 Vice-President: Jeff Lascala
 Treasurer: Richard Carter
 Secretary: Suzette Avetian
 Director: Cynthia Haines

Campus Walk HOA

1870 W. Prince Road, Suite 47
 Tucson, AZ 85705

Phone: (520) 297-0797, ext 318
 On-Site office (520) 882-0228
 Fax: (520) 742-2618
 E-mail: dtolton@cadden.com
 On-site Manager: Debbie Tolton

Rev. 2, July 1, 2014							
Campus Walk Walkway Work Schedule							
Date	Bldg 1	Bldg 2	Bldg 3	Bldg 4	Bldg 5	Bldg 6	Bldg 7
8-Jul							
9-Jul							
10-Jul							
11-Jul							
14-Jul							
15-Jul							
16-Jul							
17-Jul							
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23-Jul							
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28-Jul							
29-Jul							
30-Jul							
31-Jul							
1-Aug							
4-Aug							
5-Aug							
6-Aug							
7-Aug							

Building 1= Unit 101-206
 Building 2 = Unit 107-213
 Building 3= Unit 114-219
 Building 4 = Unit 120-227
 Building 5 = Unit 128-233
 Building 6 = Unit 134-237
 Building 7 = Unit 138-244