



# Forest Park Cabana Club

Dear Forest Park Members,

March 30, 2018

**Welcome back to Forest Park Cabana Club for the 2018 season!** In addition to being mailed to you, this letter and dues statement has also been e-mailed to you along with the “2018 FPCC Pool Rules, Procedures, and Calendar of Events”, which is also posted for your convenience under the members tab on the FPCC website: [www.forestparkcabanaclub.com](http://www.forestparkcabanaclub.com).

## **Critical Items in this Letter:**

Below is a summary of the critical items that each member should be aware of for the 2018 season

- **Dues are \$900 this year and must be received by May 1, 2018**
  - There are two drivers for the increase in dues. The first is the \$2 increase in minimum wage which took effect in January 2018 and the increase in workers compensation. This will result in at least a 10% increase in our labor costs which is our highest expense. The second is the need to increase our savings to ensure we can qualify for a loan for the renovation. We heard over and over from the banks that we spoke to regarding financing that our savings was too low to qualify for a construction loan. The fact that the property that FPCC owns is worth a lot of money was not a big factor in their evaluation of our credit risk.  
While I’m not happy with dues increases (since I have to pay them as well), I feel it is necessary to ensure that the pool is in a solid financial position so that we can start the renovation in the near future or pay for a major repair to the facility (Pump or heater failure, broken sewer pipe, baby pool repair etc.).
  - The dues can be paid by check or by credit card via the FPCC website. If paying by check, please fill out the attachment on the last page of this letter and mail it to the PO Box; it cannot be dropped off at the pool. If using a credit card, the member will have to pay the transaction fee (2.9%) which results in a total membership fee of \$926 (note, the transaction fee is not imposed by FPCC). A reminder that if you plan to sell your membership, you must do so before May 1 to avoid paying the annual dues.
  - The instructions for paying by credit card using the FPCC website are as follows:
    - Open the FPCC website ([forestparkcabanaclub.com](http://forestparkcabanaclub.com)) which will take you to the new FPCC web page on Team Unify
    - Click “sign in” menu on the upper left of the screen
    - Enter the email address and password for your FPCC membership to login
    - Click “My Account” menu on the left of the screen, it will expand to show several tabs below it
    - Click on the “\$ My invoice Payment” tab
    - A screen will appear to the right, click on the “Make Payment” tab at the top of the screen
    - A screen will appear that allows you to enter credit card information. You can autofill the Billing Info by pressing the yellow “copy from account info” button. The payment amount (\$813) will be auto-populated at top of the screen. When done press “Next”
      - *Note: if credit card info is already saved in team unify, just click the “use this card” button*
    - A screen will appear that asks for the credit card CVV number, enter it and press “pay now” in the lower right of the screen.
- **FPCC Renovation Update.**
  - We had highs and lows with the renovation in 2017 year. On the positive side over 2/3 of the membership voted in favor of a \$500 assessment in support of the renovation. This will provide much needed cash needed to secure the loan and make subsequent payments. Collection of the assessment is on hold until we receive and accept a bid from the builder. Also, on the positive side, we received a

letter of intent from Bridge Bank indicating that they are willing to lend us \$800k for the renovation. It does come with some conditions on income but we can meet them by maintaining our current income levels. Receiving the letter of intent was great news after being rejected by 14 other banks. On the downside, when we went back to our contractor to get their final cost estimate, (their previous price estimate was \$1.16M in September 2016), they returned with a 30% increase in cost. The price was too high and they didn't seem interested in negotiating, so we had to look for other options. We are now in discussions with another construction firm and things are looking positive but we are still waiting on their cost estimates. Additionally, plan check with the city is on hold so it's not looking good for a renovation in 2018; however, I will keep you updated on our progress.

- **Why does FPCC need a renovation:**

- The reasons for having to renovate the club are extensive as noted below. FPCC is not the only Cabana Club in the area faced with this situation. Laurelwood Cabana Club is in the process of renovating their clubhouse. Killarney Farms has increased their dues to save money for an eventual renovation. Queensboro swim club is using many different techniques (increased dues, life time memberships, Go Fund Me, etc.) to try to raise money to replace their pool equipment (heater and pumps) which are failing. FPCC, like all of these other facilities, was built in the early 1960's and needs to be rebuilt to replace outdated equipment and decaying infrastructure. Some of the key issues are:
- The facility does not meet the Americans with Disabilities Act (ADA) requirements as required by code.
- Pipes need to be replaced – The sanitary sewer line and drain lines that service the pool and the bathrooms are in very poor condition and leaking as evidenced by cracking pool deck and significant baby pool leaks.
- Pump and filters are out of date – the pumps have to be rebuilt when they fail because newer pumps won't work with the existing pipes. The pool filters we use are no longer being sold so we have to force fit Jacuzzi filters. Our pool heater is very old and inefficient.
- Electrical service does not meet code – Since the service line runs under the big pool this cannot be repaired unless we dig up the concrete deck and reroute the service line.
- Big pool does not meet Health Department code – because of how we use the pool (swim team), the deep end of the pool must be 6 feet, not 4.5 foot to meet Health Department code.
- The pipes for the solar heating system (for the pool water) are leaking (again) and are difficult to fix because its owned and "maintained" by the city. The leaking pipes are also damaging the roof.

- **After the renovation....**

- Pool equipment (pumps and filters) will be new and meet energy efficiency standards
- Bathrooms will be larger by ~100 sqft and meet ADA guidelines
- Big pool will be deeper at one end (6 feet vs. 4.5 feet)
- Pool equipment area (i.e. pumps, filters etc.) will be covered and protected from the elements
- Pool office and snack shack will be slightly larger
- Four outdoor showers will be added
- A new electric service line and no more blown fuses
- Baby pool will be rebuilt and won't leak!

### **Swim Lessons:**

The schedule for swim lessons is contained in the 2018 FPCC Pool Rules, Procedures, and Calendar of Events and on the website. Swim lessons have been extremely popular and fill up quickly so if you are interested in lessons please see the pool manager or apply online (coming soon).

## **Member Behavior:**

As members, you make a significant impact towards the overall experience of everyone at the pool. Please ensure that you and your guests take care of the facility when you use it. Some important issues to consider while at the pool:

- Please keep an eye on your children, especially if they are in the baby pool.
- Please remind your children keep the showers to 5 minutes or less. Taking long showers is inconsiderate for those waiting to shower and also wastes water (and money).
- During key-card hours, anyone 16 or younger entering the club must be accompanied by an adult.
- During key-card hours, please make sure the front door to the club is closed after you enter and when you leave the facility. Also make sure to clean up your space and close your umbrella!
- Please respect the requests of the lifeguards and Pool Manager.
- During keyholder hours if you see any problems with the facility (broken equipment, leaking water, clogged drains etc.) or unruly member behavior please contact the pool manager ASAP with your concern. He can be reached at: [manager@forestparkcabanaclub.com](mailto:manager@forestparkcabanaclub.com)

Please take a moment to review the 2018 FPCC Pool Rules, Procedures, and Calendar of Events document provided with this letter to understand the rules for members and guests.

## **FPCC Website:**

Please check out the FPCC website at [www.forestparkcabanaclub.com](http://www.forestparkcabanaclub.com) for the latest information on pool hours, social events, swim lesson and swim team. You can also use the website to update your contact information, pay annual dues, sign up to volunteer at events, join the swim team and sign up for swim lessons (coming soon). If there is ever any difference between the mailed document and the website, then assume the website is accurate since that will be updated through the year as things change.

## **Pool Schedule:**

The pool opens for key-card swimming starting **Tuesday, March 27**. Starting April 14th, lifeguards will be at the pool on weekends. Swim Team begins the week of April 16<sup>th</sup> and the team will practice on Monday, Tuesday and Thursday afternoons from 3:30pm to 6:15pm and Saturday mornings from 9am – 12pm. Keyholder swimming will be available from sunrise to sunset, except during swim team practice and when lifeguards are on duty. The full pool schedule is in the 2018 FPCC Rules, Procedures and Calendar document and on the FPCC website.

## **Personnel:**

Mark Butcher is the new FPCC Pool Manager. He is taking over for Helen Cox who left FPCC after 5 terrific seasons to return to full time teaching. Replacing Helen as head swim coach is Christa Prior who is an assistant swim coach with SJSU. Please give Mark and Christa your full support.

The following members have been elected to serve as the 2018 FPCC Board of Directors:

<u>Position</u>	<u>Name</u>	<u>Position</u>	<u>Name</u>
President	Adam Prince	Co-Facilities	Mike Otte
VP / Membership	Rob Lingscheit	Co-Facilities	Scott Hutflesz
Secretary	Heidi Richey	Co-Athletic Director	Danielle Mina
Treasurer, Accts Receivable	Katie Fuller	Co-Athletic Director	Lisa Wood
Treasurer, Accts Payable	Oliver Smith	Social	Leslie Sifferman
Technology	Alan Young	Member-at-Large	Kristi Busch

Please show them your appreciation for all their work. If anyone is interested in taking on a Board position for 2019 (we anticipate several openings) please E-mail the board at [board@forestparkcabanaclub.com](mailto:board@forestparkcabanaclub.com).

Special thanks to two outgoing board members Yvonne Hirsch and Steve Johnson. Yvonne was the Co-Athletic Director in 2017 and spent many hours at the pool in support of the swim team. Steve Johnson was our member-at-large but served in other roles (VP) during his 8-year tenure on the board. He was an extremely dedicated board

member and gave up lots of his free time to ensure that FPCC was in the best possible condition for the members. We will miss them both!

### **Social Events:**

The Social events for 2018 will include the annual Memorial Day, Independence Day and Labor Day Parties as well as a Manager Social (April 29) and Dawg Days (August 19). Information regarding the social events will be posted at the pool, on the website and via email notification.

Since it does take some work to provide a well-organized party, we will be soliciting volunteers to help with set-up and clean-up. If you have the opportunity, please sign-up as a volunteer.

### **Closing Important Comments:**

Your Dues Statement is on the last page of this letter. If you are paying by check, please fill it out and mail it in with your check to the PO Box. Please do not drop it off at the cabana club or mail it to the Pruneridge address. If you are paying by credit card, you still need to fill out your dues statement and mail it to the PO Box. Regardless of how you are paying, please take a moment to log into your FPCC account to review your email and contact information and make any needed corrections.

**A \$100.00 late fee** will be charged for any member payments received (credit card) or postmarked (US mail) after May 1, 2018. **Memberships will be confiscated for dues not paid after July 1, 2018.** Please remember that FPCC is a non-profit organization and that the annual dues are the main source of funding for the pool's operational expenses. Your timely payment is necessary!

**I'm looking forward to a great 2018 pool season!** If you have any questions, concerns, or suggestions for Forest Park Cabana Club operations, facilities, personnel and/or events please contact me at [president@forestparkcabanaclub.com](mailto:president@forestparkcabanaclub.com) or in person when I'm at the pool. There is also suggestion box at the entrance to the pool for those who wish to remain anonymous.

Sincerely,

Adam Prince  
FPCC Board President

# Forest Park Cabana Club – 2018 Dues Statement

2018 Dues – \$900.00      Payable May 1, 2018      (Delinquent \$100.00 penalty if late)

- ✓ Please make check payable to: **Forest Park Cabana Club**
- ✓ If paying by check, include your membership number on the check to ensure proper credit
- ✓ Mail dues to: **FPCC, P.O. Box 2151, Santa Clara, CA 95055**

Name \_\_\_\_\_ Phone \_\_\_\_\_

Street Address \_\_\_\_\_

City, Zip Code \_\_\_\_\_

Membership Number \_\_\_\_\_ E-mail Address \_\_\_\_\_

*PLEASE LIST BELOW THE FAMILY MEMBERS RESIDING IN YOUR HOME. FAMILY MEMBERS WHO ARE NOT LIVING IN YOUR HOME ARE NOT FREE TO USE YOUR MEMBERSHIP. THEY ARE CONSIDERED GUESTS AND MUST FOLLOW GUEST GUIDELINES.*

**Adult Names**

**Children's Names and Ages**

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I, and the other persons listed above, have read through the FPCC Rules document and **agree to abide by all the rules of the pool**. We understand that failure to do so may result in penalties up to and including forfeiture of our membership.

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**