



# Forest Park Cabana Club

Dear Forest Park Members,

March 30, 2021

**Welcome back to Forest Park Cabana Club for the 2021 season!** The annual letter, dues statement and 2021 FPCC Pool Rules & Procedures document are contained in this message, and posted under the **Members** tab on the FPCC website: [www.forestparkcabanaclub.com](http://www.forestparkcabanaclub.com).

As we all experienced, 2020 was a crazy year with the pandemic, wildfires and the once-in-a-lifetime facility remodel. The board members, staff and I want to thank you all for your flexibility and support through all the chaos.

**Even though Santa Clara is in the Orange Tier due to COVID-19, we are still under the same county-imposed outdoor pool restrictions as last summer,** so the beginning of the 2021 season will look very much like most of last season. Only a maximum of six households will be allowed at a time for Free swim; the pool will be divided into six equal spaces using lane lines and orange cones, three at the deep end and three in the shallow end. The baby pool will be available for anyone to use, but due to its small size, can only accommodate one household at a time. Lap swim sessions will be separate from the Free swim sessions and also limited to six households—one per lane. The same FPCC online reservation system (TeamUnify) will be utilized to reserve session slots. Once the COVID-19 situation improves locally and the county issues a revised outdoor pools directive, we will adjust as necessary. Unfortunately, vaccinations status does not change how we operate; operations are dictated by the county.

For those who were unable to join us for FPCC's first virtual Annual General Meeting, here is the link to the presentation: [FPCC 2021 Annual General Meeting presentation](#), including renovation and costs information.

## **2021 Annual Dues:**

- **Annual Dues are \$925**, can be paid by check or credit card, and **must be received by May 1, 2021**.
  - To Pay via **Check**, please include the dues statement included at the end of this document and either Mail the check to the PO Box list on the form, OR drop off the check and form at the pool in the new Secure Drop Box by the bike rack. DO NOT mail checks to the 2911 Pruneridge address.
  - Instructions for paying by **Credit Card** using the FPCC website are as follows:
    - Open the FPCC website ([forestparkcabanaclub.com](http://forestparkcabanaclub.com))
    - Click the **"Sign In"** menu on the upper left of the screen
    - Enter the email address and password for your FPCC membership to login
    - Click the **"My Account"** menu on the left of the screen, it will expand to show several tabs below it
  - IF YOU HAVEN'T LOADED IN CREDIT CARD INFO BEFORE:
    - Click on the **"Payment Setup"** tab
    - Click on **" + Add New Card "** and follow the instructions
  - Once your credit card info is added, (or if it is already in there from previous transactions) click on **"\$ My Invoice/Payment"** in the left-hand toolbar and click on the **"Make Payment"** tab at the top of the screen.
  - Verify the **"enter payment amount"** is correct (**\$925** for annual dues; if you have a credit from a previous year, then reduce the amount by the amount of that credit), enter your **CVV** number, and then click **"Pay Now"** at the lower right-hand corner of the screen.

- **One-time Special Offer on Dues, if you prepay 2022**

- As mentioned in prior communications and the Annual General Meeting on March 2, 2021, we have a Line of Credit (LOC) that was used to fund a portion of the pool renovation; the current amount owed is \$89K.
- In order to help accelerate the paydown of this LOC and reduce the overall amount of interest over the duration of the loan, **we are offering a special discount to prepay your 2022 annual dues.**
- **For \$900 per year (Total of \$1800 for 2021 and 2022),** you not only get a discount for 2021 but you will also lock in this rate for 2022. This is a savings of at least \$50, depending on the amount of the 2022 dues.
- If you are willing and able to take advantage of this opportunity, please **check the Special Offer Box** at the top of the **Dues Statement form** at the end of this letter and submit your **payment of \$1800**; your account will be credited accordingly, and you will not have to pay annual dues again until 2023.

### **FPCC Website:**

Due to COVID-19, the FPCC website at [www.forestparkcabanaclub.com](http://www.forestparkcabanaclub.com) is required for all Lap and Free Swim Session registrations. It also contains the latest information on pool hours, swim lessons and swim conditioning. You can also update your contact information and pay annual dues. The website will always contain the most up-to-date information, as we will continue to update it through the year as things change.

### **Member Guidelines:**

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

- Please review and familiarize yourself with the COVID-19 FAQs section on the website under the **News** tab.
- Please also review and familiarize yourself with the Event Registration process and post all questions to [scheduling@forestparkcabanaclub.com](mailto:scheduling@forestparkcabanaclub.com).
- Anyone 14 or younger entering the club must be accompanied by an adult (18+).
- Please keep an eye on your children, especially if they are in the baby pool.
- Please remind your children to keep showers to five minutes or less. Taking long showers is inconsiderate for those waiting to shower and wastes water (and money).
- When you leave the facility, make sure to clean up your space.
- Please respect the requests of the staff, lifeguards and Pool Manager; they are here for everyone's safety.
- If you see any problems or concerns with the facility when the Pool Manager or staff are not around, please send an email to: [manager@forestparkcabanaclub.com](mailto:manager@forestparkcabanaclub.com).
- Please take a moment to review the "2021 FPCC Pool Rules & Procedures" provided with this letter to understand the rules for members and guests.

### **Pool Schedule:**

- **Saturday April 3<sup>rd</sup> is pool Clean-up** day in preparation for pool opening. **Please consider joining us between 10-12 am** to help clean, put out furniture and other facility preparation activities.
- **The pool opens on Monday April 5<sup>th</sup> for Lap and Free swimming.** You can reserve a time slot for you and/or your household on our [www.forestparkcabanaclub.com](http://www.forestparkcabanaclub.com) website. Session registration will be on a weekly basis (Monday-Sunday), available on **Sunday at 9am** for the upcoming week. [Instruction link](#).
  - **Free Swim:** Limited to a maximum of 1 weekend day (Sat OR Sun) AND 2 weekdays.
  - **Lap Swim:** Limited to 1 weekend day (Sat OR Sun) AND 3 weekdays during Preferred Times (Weekdays: 7:00-9:00am and 6:30-8:00pm; Weekends: 8:00-9:00am).
    - You may not sign up for both AM and PM sessions in the same day.
    - Additional details located on the [Events](#) and [COVID-19 FAQs](#) pages
- **Swim Conditioning begins Monday April 19<sup>th</sup>;** this is in lieu of Swim Team, which is not planned for 2021 due to COVID-19. Athletic Director Lisa Wood will be sending out additional information.
- **Swim Lessons will begin Monday May 3<sup>rd</sup>.**
- The full pool schedule is on the FPCC website under the **Calendars** tab select [Pool Calendar](#). This page will be updated throughout the year so check it frequently for the latest information.

**Swim Lessons:**

Swim Lessons are allowed this year even with COVID-19 restrictions. Lessons will be offered in two-week sessions starting on Monday May 3<sup>rd</sup> and will go throughout the summer. If you would like more information on the swim lesson options for your child and registration information, please contact the Swim Lessons coordinator at [swimlessons@forestparkcabanaclub.com](mailto:swimlessons@forestparkcabanaclub.com).

**Personnel:**

I am pleased to announce that we have hired Mr. Bill Oliver as our new Pool Manager. Bill is a graduate of San Jose State University and has a lot of experience coaching and managing swim teams across California. When you see him at the pool, please introduce yourself. He can be reached at [manager@forestparkcabanaclub.com](mailto:manager@forestparkcabanaclub.com).

The following members have been elected to serve as the 2021 FPCC Board of Directors:

<u>Position</u>	<u>Name</u>	<u>Position</u>	<u>Name</u>
President:	Oliver Smith	Treasurer:	Eldon Pei
Vice President:	Robert Lingscheit	Accounts Receivable:	Katie Fuller
Secretary:	Heidi Richey	Co-Athletic Director:	Danielle Mina
CTO:	Alan Young	Co-Athletic Director:	Lisa Wood
Social:	Leslie Sifferman	Co-Facilities:	Mike Otte
Member at Large:	Kristi Busch	Co-Facilities:	Scott Hutflesz

Please show them your appreciation for all their work. If anyone is interested in taking on a Board position for 2022 (we anticipate several openings) please E-mail the board at: [board@forestparkcabanaclub.com](mailto:board@forestparkcabanaclub.com).

**Social Events:**

The social events for 2021 are on hold due to the COVID-19 county restrictions.

**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. OR the check and form can be dropped off at the pool in the new secure drop box by the bike rack. Please DO NOT mail it to the Pruneridge address. If you are paying by credit card, you still need to fill out and sign your dues statement and mail it to the PO Box or drop it off at the pool. 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. If you have problems logging in, please contact the Board at [board@forestparkcabanaclub.com](mailto:board@forestparkcabanaclub.com).

**A \$100.00 late fee** will be charged for any annual dues payment received (credit card) or postmarked (US mail) after May 1, 2021. **Memberships will be confiscated for dues not paid by June 1, 2021.** [HAR1][OS2][OS3][OS4]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!

**The COVID-19 situation in Santa Clara seems to be improving. I am hopeful that the county will ease pool restrictions; however, it is impossible to know when that will happen and exactly what it will look like.** 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 am at the pool.

Sincerely,

Oliver Smith  
FPCC Board President

# Forest Park Cabana Club – 2021 Dues Statement

2021 Dues – \$925.00 - Payable by May 1, 2021

**Special Offer!**

2021 & 2022 Dues – \$1800.00 - Payable by May 1, 2021

*Note: there is a \$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