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## Inside this Issue

**Pg. 1** Gutters & Patio Drains

**Pg. 1** Dogs on Leash

**Pg. 1** Unit Maintenance

**Pg. 2** Carport Cleaning

**Pg. 2** Monthly Reminders

**Pg. 2** Important Days in February

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## Villa Del Mar Homeowners Association

# The Script

## Gutters & Patio Drains

### Notify the Office with Issues

Please let us know if you are having issues with patio drains, gutters or downspouts. In general, our crew does not go into patios to check these items unless you have given us permission to do so or if there is an emergency. If you have made a request and you have not heard back from us, or your issue has not been resolved, please remind us of your situation. We have 230 units to serve and sometimes requests can slip by us.

There are drains in every patio that are connected to the main patio drain. You should make sure your drain line connected to the main pipe is clear and water does not backup. It is the responsibility of each unit to keep their patio drains clear of leaves, roots, dirt and debris. We ask that you pick up animal matter and not wash it down your patio drain. This can cause a smell and could cause a backup.

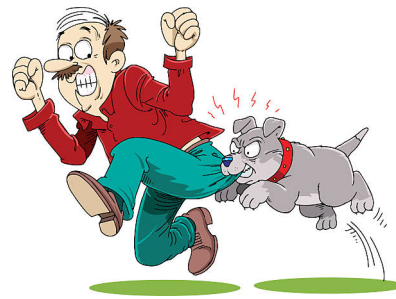
Most patio drains are located on each side of the cement entry from the gate about 18 inches to 24 inches from the cement walkway edge. The Association maintains the main drainpipe only, for your building. It is your responsibility to keep your drain and the connector

lines clear and unplugged. Report any slow drainage issues right away. Let us know about issues and we will get to them as soon as we can. (805) 684-7430. Thank you for your help.

## Dogs on Leash

### Aggressive or Friendly

No two dogs are alike. Some dogs are social and friendly while others are intolerant and aggressive. Your



dog may be sweet with you, but when they are around other people or dogs their personality may change. It may be fear of others or they

may sense fear from other people or pets.

Please make sure that your dogs are on a leash at all times outside of your unit. It is a City ordinance, Villa Del Mar HOA Rule and it is a courtesy to other residents. If you know your dog is sensitive be mindful of other dogs in the area. Make sure that your dog can't bust out your screen door/windows or if you open the door they won't go charging out. Just because your dog escapes, doesn't mean it is not considered a dog off leash. If dogs damage the property or injures anyone, you are liable. We appreciate your help and sensitivity with this issue. Not all people are animal lovers.

## Unit Maintenance Homeowner Responsibilities

Homeowners should check units for maintenance items that might have to be undated or replaced on a yearly basis.

**Plumbing** - Homeowners should check the plumbing in your units to make sure that valves and supply lines look good on all toilets, sinks and appliances. Listen for a hissing sound from a toilet which means there is a leak. Replace flapper or flush valve. Check water heaters and make sure you don't see any water leaking from valves, pipes or see water around the base of the unit. Water heaters should be replaced every 8-10 years.

It is always a good idea to look

under sinks and make sure that it is dry. Moisture or mold could be a sign of a leak. If you see corrosion on pipes and plumbing parts that could also be a sign of a potential leak. Check water lines to refrigerator and washing machines as well.

### Front Doors and Door Screens

- Front doors, door jams and door screens are to be maintained in good condition. Painting is a homeowner responsibility, however, paint is available, for purchase through the office. Door screen can be painted black, very



dark bronze or match to door color.

Homeowners are responsible for all door hardware including your large garage door. You may want to make an appointment with a garage door company to lubricate, adjust and fix garage door hardware annually.

### Windows and Window Screens

- Check windows and doors to make sure that they are caulked. Make sure to leave weep holes

uncovered so water can run out of window frame. Inspect window/door screens to make sure they are in good working order free of holes and tears. All windows are required to have screens, so you must make sure they are in place.

# Monthly Reminders

**Street Sweeping Day:** REMINDER: **NO PARKING** in the alleys and Driveways at VDM during this time. Street sweeping day is the **3<sup>rd</sup> Wednesday of every month.** This month it is **Wednesday, February 15, 2023.** Please do not park on the city streets between 8:00am - 10:00am. The City will issue parking tickets which are about \$45.

**General Board Meeting:** We will have a Zoom General Board meeting on February 23, 2023, at 6:00 p.m. Zoom instructions and Agenda will be posted at the pool gate and on the website [www.villadelmarhoa.com](http://www.villadelmarhoa.com)

**Important Days in February:** Super Bowl LVII - February 12<sup>th</sup>. Valentine's Day - February 14<sup>th</sup>. Presidents Day - February 20<sup>th</sup>.



## Carport Cleaning

### Sweep up Leaves & Debris

Please sweep up leaves and debris in carports. This is not the responsibility of our staff. Take pride in your carport and maybe trade off with your neighbor.

Metal oil drip pans are required in carports at the first sign of a vehicle leak. Cardboard, carpet etc., are not permitted as drip pans.

We have found that kitty litter is great for oil stain clean ups.

1. Sprinkle fresh kitty litter on the stain. Grind litter into the stain on concrete with your shoe.
2. Sweep up.

The kitty litter works great to absorb the oil. Please do not sweep, blow or wash debris into the alley.