

**SAN CLEMENTE SHORECLIFFS  
BEACH CLUB ASSOCIATION  
Board of Directors Meeting - GENERAL SESSION  
Tuesday, May 14, 2019 at 6:00 PM  
2771 N. El Camino Real, San Clemente, CA 92672**

**AGENDA**

**I. CALL TO ORDER GENERAL SESSION**

**II. HOMEOWNER FORUM**

*Homeowners may speak on items on the Agenda or other matters for a maximum of three (3) minutes per individual. Forum will be open for 30 minutes (maximum). No extra time will be granted, after which homeowners are in attendance as observers only.*

**III. SECRETARY'S REPORT**

- a. April 9, 2019 General Session Minutes

**IV. TREASURER'S REPORT**

- a. April 22, 2019 Financial Statement

**V. MANAGER'S REPORT** (*Arika*)

**VI. COMMITTEE REPORTS**

- a. Coastal Hazard/Erosion Control Update (*Kumi*)
- b. Social Media Update, Website, Email Contact List (*Kumi*)
- c. Recreation/Activities Update (*Kumi*)
- d. Maintenance & Repairs (*Steve*)
  - i. Clubhouse flooring (*Dan W.*)

**VII. GENERAL BUSINESS**

- a. Patio Railing Repair Proposals
  - i. Jerry Neve
  - ii. Excelsior Construction
- b. Clubhouse Rental Agreement
- c. Administrative Discipline
- d. Safety Deposit Box

**VIII. INFORMATIONAL CORRESPONDENCE**

- a. Patrol Reports for March and April
- b. Animal Pest Management May Report

**IX. NEXT MEETING**

- a. June 11, 2019 at 6:00 p.m.: SCS Beach Club 2771 N. El Camino Real, San Clemente

**X. ADJOURNMENT**

**San Clemente Shorecliffs Beach Club Association  
General Session Meeting Minutes  
April 9, 2019**

1 Upon due notice, given and received, the Board of Directors of the San Clemente  
2 Shorecliffs Beach Club Association held their regularly scheduled Board of  
3 Directors Meeting on Tuesday, April 9, 2019 at the San Clemente Shorecliffs Beach  
4 Club. President Kumi Elston called the Meeting to order at 6:00 p.m. with a quorum  
5 of Directors present.

6  
7 **Directors Present**

Directors Present

8 Kumi Elston, President  
9 Kurt Luebke, Vice President  
10 Hal Kolp, Treasurer  
11 Danny Werner, Secretary  
12 Steve Elmer, Director  
13 Frank Wilbur, Director  
14 Diane Wenzel, Director  
15 Chris Wade, Director

16  
17 **Directors Absent**

Directors Absent

18 Dan Flynn, Director

19  
20 **Also Attending**

Also Attending

21 Courtney Ekeberg, CMCA®, AMMCOR, Inc.

22  
23 **Executive Session Meeting Matters**

Executive Session

24 In accordance with California Civil Code Section 4935(e), the Board of Directors  
25 notes the following topics were discussed during an Executive Session held on April  
26 9, 2019:

- 27 1. Approved the Executive Session Meeting Minutes.  
28 3. Delinquency Review.

29  
30 **Homeowner's Forum**

Homeowner Forum

31 No homeowners were present.

32  
33 **Secretary's Report**

Secretary's Report

34 The Board of Directors reviewed the Minutes from the March 12, 2019 General  
35 Session Meeting. Following review and discussion, a motion was made by Hal Kolp  
36 and seconded by Steve Elmer to approve the Minutes as presented. The motion  
37 carried unanimously.

38

39 **Treasurer's Report**

Treasurer's Report

40 The Board of Directors reviewed the March 22, 2019 Financial Statements.  
41 Following review and discussion, a motion was made by Danny Werner and  
42 seconded by Kurt Luebke to accept the Financial Statements subject to the Annual  
43 Audit. The motion carried unanimously.

44

45 **Resolution to Add an Item to the Agenda for Immediate Action**

Add an Item

46 A motion was made by Danny Werner and seconded by Kurt Luebke to add to the  
47 Agenda the draft Audit. The motion carried unanimously.

48

49 **Draft Audit**

Draft Audit

50 The Board of Directors reviewed the draft audit submitted by Newman &  
51 Associates, CPA, PC. Following review and discussion, a motion was made by  
52 Diane Wenzel and seconded by Steve Elmer to approve the Audit as presented. The  
53 motion carried unanimously.

54

55 **Manager's Reports**

Managers Reports

56 Arika Ferguson was not in attendance but provided Board of Directors with her  
57 report. No action required.

58

59 **Committee Reports**

Committee Reports

60 **Coastal Hazard/Erosion Control Update**

Coastal Hazard

61 No new business reported.

62

63 **Social Media Committee**

Social

64 No new business reported.

65

66 **Recreation Committee**

Recreation

67 The Board of Directors discussed the Easter Event scheduled for April 20, 2019  
68 between 10:00 a.m. and 2:00 p.m. No action required.

Maintenance

69  
70 **Maintenance & Repair Committee**

71 Steve Elmer provided the Board of Directors with an update/report. Following  
72 discussion, it was the general consent of the Board of Directors to add to the May  
73 Agenda the clubhouse flooring and deck railing proposals.

74  
75 **General Business**

General Business

76 **Federal Emergency Management Agency (FEMA) Meeting Update**

FEMA Meeting

77 Diane Wenzel provided the Board of Directors with an update/overview regarding  
78 the FEMA Meeting she attended. No action required

79  
80 **Ethics Policy**

Ethics Policy

81 The Board of Directors held a discussion regarding the Ethics Policy. No action  
82 required.

83  
84 **Advanced Reserve Solutions Proposal**

Reserve Study

85 The Board of Directors reviewed and discussed the Reserve Study proposal.  
86 Following review and discussion, a motion was made by Hal Kolp and seconded by  
87 Steve Elmer to approve the proposal in the amount of \$700.0 for an updated study.  
88 The motion carried unanimously.

89  
90 **Clubhouse Reservation Agreement**

Clubhouse Reservatio

91 The Board of Directors reviewed and discussed the Clubhouse Reservation  
92 Agreement. Following review and discussion, a motion was made by Hal Kolp and  
93 seconded by Diane Wenzel to amend the agreement to state that if a cancellation is  
94 made within ten (10) days of the reservation, you will lose the deposit. The motion  
95 carried with seven (7) yes votes with Steve Elmer abstaining.

96  
97 **Next Meeting**

Next Meeting

98 The next meeting of the Board of Directors will be May 14, 2019 at 6:00 p.m. at the  
99 Beach Club.

100

101    **Adjournment**

Adjournment

102    There being no further business to come before the Board, it was the general consent  
103    of the Board to adjourn the meeting at 7:13 p.m.

104

105    **Attest**

Attest

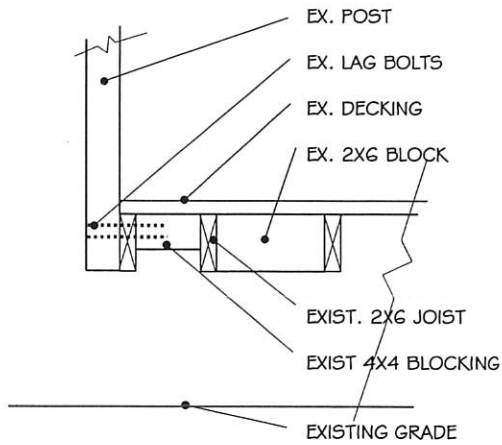
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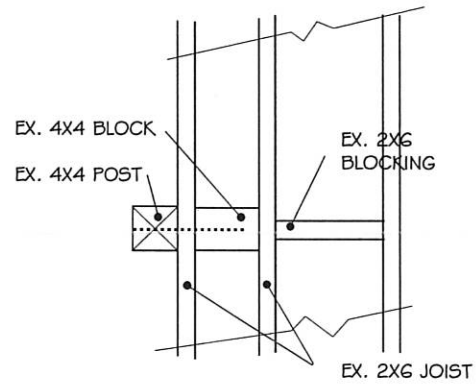
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\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

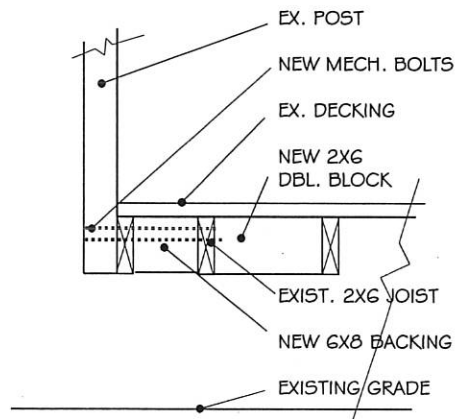


POST TO DECK SECTION

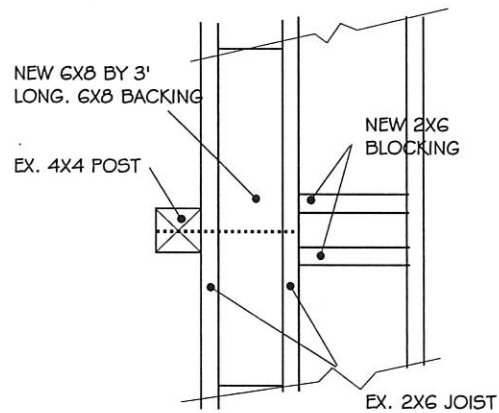


POST CONNECTION PLAN VIEW

### EXISTING CONDITIONS

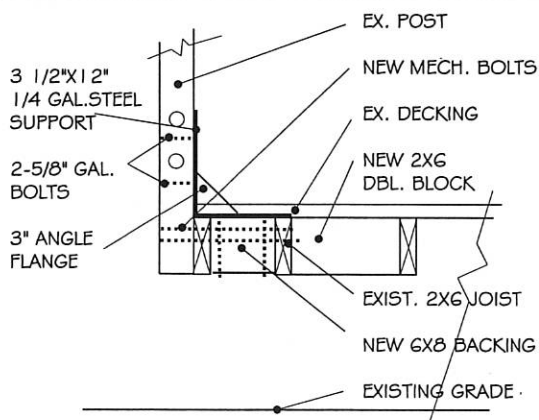


POST TO DECK SECTION  
W/ NEW BACKING

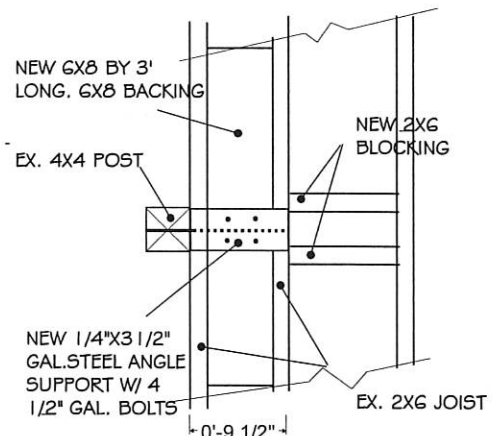


POST CONNECTION PLAN VIEW  
W/ NEW BACKING

### REPLACE BACKING AND BOLTS



POST TO DECK SECTION  
W/ NEW BACKING &  
STEEL SUPPORTS



POST CONNECTION PLAN VIEW  
W/ NEW BACKING & STEEL SUPPORTS

### REPLACE BACKING, BOLTS AND ADD L-SHAPED BRACKET

## Courtney Ekeberg

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**From:** Kumi Elston <kumielston@gmail.com>  
**Sent:** Sunday, May 5, 2019 3:36 PM  
**To:** Courtney Ekeberg  
**Subject:** Fwd: FW: Deck Post Support  
**Attachments:** Railing Support Drawings.pdf

Bid 1. Thanks Courtney!

----- Forwarded message -----

**From:** Steve Elmer <saelmer863@gmail.com>  
**Date:** Fri, Apr 12, 2019, 4:17 PM  
**Subject:** FW: Deck Post Support  
**To:** Hal Kolp <hkolp@cox.net>, Frank Wilbur <Wilburs@gmail.com>, Kumi Elston <kumielston@gmail.com>  
**Cc:** Stephan Rose <stephandodgerose@yahoo.com>

FYI, please see the bid below from Jerry Neve for the reinforcement of the deck railing. The number may seem high, but the project is more involved than it may seem. The entire fascia board running along the face of the deck is pulling away from the framing, which means that most of the top slats will have to be removed to be able to re-attach the fascia board, add reinforcement blocking, and add galvanized steel brackets to each of the 8 posts (see attached drawing). The good news is that this would be a virtually permanent fix.

Please provide your input as to how you feel we should move forward. Jerry would not be able to start the work for at least three weeks, so I assume we can vote on it at the May board meeting, which unfortunately I will not be able to attend. If the board votes to move forward with this, I can schedule the work while I am in VA. Let me know if you have any questions.

Thanks,

Steve

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**From:** Jerry Neve <jerryneve49@gmail.com>  
**Sent:** Thursday, April 11, 2019 8:30 PM  
**To:** Steve Elmer <saelmer863@gmail.com>  
**Subject:** Re: Deck Post Support

Steve, My price to make repairs to the deck at your clubhouse on Poche Beach is;

\$6800.00 this includes the L angle brackets that Steve Rose detailed,

If you want to eliminate the L angle brackets please deduct (\$1240.00) Note; I do not recommend eliminating these from the estimate they are necessary for the longevity of the rail system,

Any questions please feel free to call me or e-mail than you for this opportunity

Jerry Neve

Sent from my iPhone

On Apr 8, 2019, at 3:26 PM, Steve Elmer <[saelmer863@gmail.com](mailto:saelmer863@gmail.com)> wrote:

Great, thanks!

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**From:** Jerry Neve <[jerryneve49@gmail.com](mailto:jerryneve49@gmail.com)>

**Sent:** Monday, April 08, 2019 1:26 PM

**To:** Steve Elmer <[saelmer863@gmail.com](mailto:saelmer863@gmail.com)>

**Subject:** Re: Deck Post Support

Steve, Yes I am interested in your job and I should have a estimate for you by tomorrow morning, I am waiting on my steel guy for the strap costs, be in touch

Jerry

Sent from my iPhone

On Apr 8, 2019, at 9:57 AM, Steve Elmer <[saelmer863@gmail.com](mailto:saelmer863@gmail.com)> wrote:

Hello Jerry,

I understand that Steve Rose has discussed the issue we have with our deck railing at the Shorecliffs Beach Club.

Are you interested in this job, and will you be able to provide us with a bid for whichever option you feel is most appropriate?



Thanks,

Steve Elmer

Maintenance Committee Chairman

Shorecliffs Beach Club Association

(949) 533-8251

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**From:** Stephan Rose <[stephandodgerose@yahoo.com](mailto:stephandodgerose@yahoo.com)>  
**Sent:** Thursday, April 04, 2019 7:41 AM  
**To:** 'Kumi Elston' <[kumielston@gmail.com](mailto:kumielston@gmail.com)>; 'Frank Wilbur' <[wilburs@gmail.com](mailto:wilburs@gmail.com)>; Steve Elmer <[saelmer863@gmail.com](mailto:saelmer863@gmail.com)>  
**Cc:** 'Sharline Elmer' <[sselmer@cox.net](mailto:sselmer@cox.net)>  
**Subject:** Re: Deck Post Support

Steve, I have included Jerry's email address on this email. After I spoke to Sharline yesterday we came up with another idea. The details are attached.

Off to Mexico, have a nice weekend

Steve Rose, ASLA  
Landscape Architect

On Wednesday, April 3, 2019, 9:24:40 AM PDT, Steve Elmer <[saelmer863@gmail.com](mailto:saelmer863@gmail.com)> wrote:

Thanks, Steve. Do you also have an email address for Jerry?

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**From:** Stephan Rose <[stephandodgerose@yahoo.com](mailto:stephandodgerose@yahoo.com)>  
**Sent:** Wednesday, April 03, 2019 7:45 AM  
**To:** Kumi Elston <[kumielston@gmail.com](mailto:kumielston@gmail.com)>; Steve Elmer <[saelmer863@gmail.com](mailto:saelmer863@gmail.com)>; Frank Wilbur <[wilburs@gmail.com](mailto:wilburs@gmail.com)>  
**Cc:** Sharline Elmer <[sselmer@cox.net](mailto:sselmer@cox.net)>  
**Subject:** Deck Post Support

All, I met yesterday with a contractor, Jerry Neve, 949-842-9237, and we discussed the situation with the leaning deck post and railing. After discussing numerous ideas we came up with two options. It appears that the post are attached with lag bolts to 2x6 joist and a 4x4 block or backing behind the 2x6 joist. There is another 2x6 blocking behind the second joist. This has lasted a long time, but there is now movement from years of leaning on the railing.

Now when you lean on the railing the 2x6 joist and 4x4 backing move. We recommend (option 1) to first "stiffen" up the existing condition by removing the 4x4 backing and replace it with a full 3' section of backing (6x8 ripped to fit) and bolt it secure. The lag bolt will be replaced with mech. bolts to secure the post.

In addition (Option 2) we could add a 1/4" L shaped steel support and bolt it to the post on the inside and the new stiffer backing.

See the attached detail sheet, Sharline thanks for sharing the photos of the deck under construction.

I have ask Jerry to give you a bid for both options.....hopefully he has time to get the bid by next Tuesday.....

Please review the attached detail sheet.

Feel free to call Jerry any time.....

## Courtney Ekeberg

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**From:** Kumi Elston <kumielston@gmail.com>  
**Sent:** Sunday, May 5, 2019 3:35 PM  
**To:** Courtney Ekeberg  
**Subject:** Fwd: Deck Post Reinforcement  
**Attachments:** Railing Support Drawings.pdf; Railing bid - Excelsior.pdf

Bid 2

----- Forwarded message -----

**From:** Steve Elmer <saelmer863@gmail.com>  
**Date:** Fri, Apr 26, 2019, 9:50 AM  
**Subject:** Deck Post Reinforcement  
**To:** Kumi Elston <kumielston@gmail.com>, Hal Kolp <hkolp@cox.net>, Frank Wilbur <scwilburs@gmail.com>

FYI, attached is a second bid for the deck post reinforcement that I obtained from Excelsior Construction (who I found on Home Advisor). The bid is slightly lower than the one from Jerry Neve, but I have never worked with Excelsior before, and I tend to prefer going with someone with whom I have received a personal recommendation.

Please let me know how you think we should proceed in this regard. Should we wait until the May 14 meeting to have a vote, or should we make a decision now to move forward with the project? I will not be able to attend the May 14 meeting, but I can schedule the project from VA, and will be back in town on May 20.

Thanks,

Steve

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**From:** Steve Elmer <saelmer863@gmail.com>  
**Sent:** Friday, April 12, 2019 4:18 PM  
**To:** 'Hal Kolp' <hkolp@cox.net>; 'Frank Wilbur' <Wilburs@gmail.com>; 'Kumi Elston' <kumielston@gmail.com>  
**Cc:** 'Stephan Rose' <stephandodgerose@yahoo.com>  
**Subject:** FW: Deck Post Support

# ***Excelsior Home Improvement***

**(760) 672- 0162**

**3290 San Tomas Dr. Oceanside Ca. 92056**

**License # B-1031636**

**Project Description :Deck Repair Project**

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## ***Proposal and Contract.***

**Client Information: Steve Elmer Phone Number: 949 533 8251**

**Address : 2771 N El camino Real, CA 92672**

**Contact Name: Steve Elmer**

**Job tile: Decking Reinforcement.**

## ***Work to be Done:***

**1-Temporary Remove the composite decking Material close to the facia of the deck.**

**Temporary remove the decking flooring material 2 feet on each side of the Post to be reinforce .**

**Reinforce the bottom of the existing post already attached to the front facia of the Deck by placing a 6x8 backing material on bay between fascia and the first Joist area 3 feet long.**

**Reinforce second joist bay by placing 2 pressure blocking wood member on the opposite direction of the Joist.**

**Contractor will remove existing 1/2 inch lag bolts and will be replace for a bolt with a nut 18 inches for each post . Bolts will be attached from the face area of the post to the inside area of the second joist wood member.**

**12 X 12 exterior grated L bracket will be attach to the new 6x8 blocking material and the back of the existing 4x4 post. Bolts will be attach in to the L bracket on the Deck area and the existing post area.**

**Contractor will place back the Composite Decking Material with a new stainless Decking screws .**

**Contractor will perform the work base on the drawing provided for the person in charge of the Property.**

**Contractor will provide labor and Material.**

**Contractor will perform the reinforce post project One Post at the Time, for safety reason.**

**Contractor is aware of the Structure Reinforcement Process specified on the architectural drawings to be Follow.**

## ***Materials to be used :***

**12x12 exterior Grated brackets 7 of those.**

**2 - 8 footers 6x8 wood material pressure treated**

**8 2x6 wood member Pressure treated**

**4 6x8 wood member Pressure treated**

**box of stainless steel screws**

**box of bolts 16 inches**

**box of bots 5.5 inches.**

**Total price for the Project \$ 6,200.00**

**Work time : 5 Business Days. 8 to 12 man working Hours per day.**

**All material to be specified .All work to be completed a workmanlike manner according to standard practices. Any alteration or deviation from above specification involving extra cost will executed only upon written notice, and will become and extra charge over and above the estimate. All agreements contingent upon stick , accidents or delays beyond our control .This proposal is subject to acceptance within 30 days it is void thereafter at the option of the undersigned .**

*Excelsior Home Improvement representative:* \_\_\_\_\_

*Client :* \_\_\_\_\_ ; \_\_\_\_\_  
*( Full Name) Signature*

# SAN CLEMENTE SHORECLIFFS BEACH CLUB RESERVATION AGREEMENT

## Rental Fees

Available Times	Guests	Rental Fee*	Deposit
<b>Off Season Early Rental (Fall/Winter/Spring)</b> Day after Labor Day until last day of school 9AM – 2:30PM (7 days a week) Except Fridays & Saturdays in August, September and October.	1-50	\$200	\$250
	51-75	\$275	\$350
	76+	\$350	\$500
<b>Off Season Late Rental (Fall/Winter/Spring)</b> Day after Labor Day until last day of school 3:30PM – 9:00PM (7 days a week) Except Fridays & Saturdays in August, September and October.	1-50	\$225	\$250
	51-75	\$275	\$350
	76+	\$350	\$500
<b>Wedding Rental</b> November until Memorial Day weekend 9AM – 10PM (7 days a week) Includes 2 staff members and cleaning (up to 8 hours each)	up to 150	\$1,000	\$2,000

\*For all non-wedding rentals, the fees are inclusive of a \$100 mandatory cleaning fee, for which a club staff member will be assigned to attend the event and clean and close the clubhouse after the event. Wedding rentals include two club staff members.

## Use Matrix

	Standard Rental		Wedding Rental	
	Renter	Homeowner	Renter	Homeowner
Use of the Clubhouse Interior	Yes	No	Yes	No
Use of a grill	Yes	No	Yes	No
Use of a paddle tennis court	Yes	Yes	Yes	Yes
Use of the deck	Yes	No	Yes	No
Access to the exterior bathroom	No	Yes	No	Yes
Use of the club's tables and chairs	Yes	No	Yes	No
Use of the clubs picnic tables	Yes	No	Yes	No
Basketball court	Yes	Yes	Yes	Yes
Play ground	Yes	Yes	Yes	No
Beach	Yes	Yes	Yes	Yes
volleyball court	Yes	Yes	Yes	Yes

**Note:** The paddle tennis and basketball courts, playground, beach, and volleyball court are shared resources. This means it is Ok for homeowners and renters to use them at the same time. Renters are entitled to use one of the two courts, but they may use both if no homeowners are present.

**Simplified summary:** Renters have exclusive use of the clubhouse, deck, grills, and the patio with the picnic tables. Homeowners have exclusive access to the exterior bathroom.

The above rules will be strictly enforced and any non-compliance will result in forfeiture of deposit and your privilege to reserve the Club and other future use of the property may be revoked.

# SAN CLEMENTE SHORECLIFFS BEACH CLUB RESERVATION AGREEMENT

## (Only Homeowners or Renters are able to rent the Shorecliffs Beach Club)

1. **Deviations from Rules:** Any request for Club use that deviates from any of these rules must be submitted to the Board, at a regularly scheduled Board meeting, at least 30 days in advance of the desired event date.
2. **Fee:** The club rental fee is located in the above table. The fee must be paid at the time of the reservation. Notice of cancellation must be given to the Club Manager at least two weeks prior to the event date. Notification of less than two weeks but more than one week will result in forfeiture of 50% of the rental fee. Notifications of less than a week result in the forfeiture of the entire fee.
3. **Deposit:** Deposits must be paid at the time of the reservation. Subject to paragraph 8 below, the deposit is refundable when the Club is left in good and clean condition, and all club rules have been followed.
4. **Limited Exclusivity:** Reservations provide for exclusive use of the facilities only as follows: (a) Club House, including interior restrooms; (b) back deck, (c) front patio and tables, (d) athletic equipment (any lost equipment will be charged to the member); and (e) the BBQ grills. The basketball court, paddle tennis courts, playground, and beach are areas shared with homeowners. See the use matrix for further information. Key fob access to the exterior bathroom must be left available to all members during the event.
5. **Size Limit:** FOR PARTIES IN EXCESS OF 75 PEOPLE, PRIOR APPROVAL OF THE BOARD OF DIRECTORS MUST BE OBTAINED and the Board may, at its discretion, require the hiring of additional Club staff members to assist during the event.
6. **Overnight:** No overnight functions are allowed without prior approval by the Board.
7. **Neighbors:** Activities and noise level must not disturb neighbors.
8. **Glass:** NO GLASS CONTAINERS of any kind are allowed on the property. VIOLATION OF THIS RULE WILL RESULT IN A FORFEITURE OF YOUR ENTIRE DEPOSIT.
9. **Signage:** All regular Club signage and the Private Party sign must remain visible during the event.
10. **No Use Prior to Event:** MEMBERS and GUESTS ARE NOT ALLOWED IN THE CLUB BEFORE THE SCHEDULED EVENT TIME.
11. **Clean-Up:** Member agrees to leave the Club in good and clean condition. For all non-wedding rentals, the fees are inclusive of a \$100 mandatory cleaning fee, for which a Club staff member will be assigned to attend the event and clean and close the clubhouse after the event. Wedding rentals include two Club staff members. All clean up must be completed by the end of the rental period.
12. **Eligibility:** Only members who are current on payment of dues may make reservations and use the Club for private events.
13. **Presence at Event:** MEMBER MUST REMAIN PRESENT AT THE ENTIRE EVENT. NO THIRD PARTY EVENTS ARE ALLOWED.
14. **Non-Homeowner Members:** Individuals who rent homes in Shorecliffs are required to secure the co-signature of their property owner on this Reservation Agreement. Non-homeowner member must remain present at the entire event.
15. **Use of Paddle Tennis Court Keys:** Member acknowledges that (a) the key to the paddle tennis court gate is provided solely for use as an emergency exit only (b) it is dangerous and illegal to cross the railroad tracks, and (c) the San Clemente Shorecliffs Beach Club Association strongly discourages any such illegal crossings. Member agrees to keep the paddle tennis court gate locked at all times, and to not use, nor allow its guests to use, the paddle tennis court gate except in the limited case in which an emergency exit is absolutely required.

IN CONSIDERATION OF MY PRIVATE USE OF THE FACILITIES OF THE SAN CLEMENTE SHORECLIFFS BEACH CLUB ASSOCIATION ON \_\_\_\_\_, \_\_\_\_\_, I (MEMBER) AGREE TO BE BOUND BY THE RULES AND REGULATIONS SET FORTH IN THIS AGREEMENT AND I AGREE TO PAY FOR ANY DAMAGES CAUSED THEREBY. IF ANY DAMAGES CAUSED ARE NOT COVERED BY THE DEPOSIT, AND, IF NOT OTHERWISE PAID BY ME, THEN I SHALL BE ASSESSED SUCH SUMS BY THE BOARD OF THE ASSOCIATION, AND SUCH ASSESSMENT MAY BECOME A LIEN AGAINST MY SHORECLIFFS PROPERTY.

### ACCEPTED AND AGREED:

\_\_\_\_\_  
San Clemente Shorecliffs Beach Club Association Manager Signature

\_\_\_\_\_  
Beach Club Member Signature

\_\_\_\_\_  
Homeowner Signature (only if Member is non-owner)

Homeowner, Telephone: \_\_\_\_\_

Date: \_\_\_\_\_

Rental Fee Received: \_\_\_\_\_

Deposit Received: \_\_\_\_\_

Maximum # Guests: \_\_\_\_\_

Member Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

The above rules will be strictly enforced and any non-compliance will result in forfeiture of deposit and your privilege to reserve the Club and other future use of the property may be revoked.

**Safe Deposit Box RPTG**

Mail Code TX3-7830  
PO Box 659750  
San Antonio, TX 78265



April 26, 2019

**Customer Service Information**

Customer Service	1-800-935-9935
TTY	1-800-242-7383
Website	chase.com

RUTH MARTIN  
DICK ESTABROOK  
PO BOX 1273  
SAN CLEMENTE, CA 92674-1273



116431900300101736000200000000

**THE STATE OF CALIFORNIA REQUIRES US TO NOTIFY YOU THAT YOUR UNCLAIMED PROPERTY  
MAY BE TRANSFERRED TO THE STATE IF YOU DON'T CONTACT US**

**Your Safe Deposit box number ending in: 5004**

Dear RUTH MARTIN :

We've tried to contact you about your safe deposit box or safekeeping repository, but we haven't heard back from you. Your lease or rental period has expired, or the agreement has been terminated. We opened the box or repository, and we're holding the contents or sale proceeds securely.

**Please pay your overdue rent by September 30, 2019 to claim your property**

To claim your property, bring the total past-due rent of and a photo ID to any Chase branch. Then, we can schedule a time and place for you to pick up your box's contents.

If you do not pay by September 30, 2019:

- We will send your property or the proceeds from the sale of the property to California, as required by law, on October 31, 2019
- You will need to work with the state to claim your property or the proceeds from the sale.

**California Unpaid Property Law**

**Unclaimed Property Law requires business associations to transfer the contents or the sale proceeds for the contents of a safe deposit box or other safekeeping repository to the state if they remain unclaimed for more than three years after your rental period expires, or your lease is terminated.**

If you have questions, please visit a branch or call us anytime at 1-800-935-9935. If you're outside the U.S., call us at 1-713-262-1679.

Sincerely,

Account Services

This is an attempt to collect a debt and any information obtained will be used for that purpose.

Esta carta contiene información importante de la cuenta. Si tiene alguna pregunta o necesita ayuda para traducirla, por favor llame al 1 (877) 312-4273.