

# Cambridge eExchange

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## Hello Employees!

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Do you need your Exchange password updated, or a login reminder? Do not hesitate to contact us!

### Pool & Spa Safety

If your community has a pool and/or spa, please be vigilant and aware of safety in and around the pool and spa area.

- Make sure pool rules are posted on a Cambridge Pool & Spa sign.
- Make sure gates have working locks.
- Emergency equipment is close by and in working condition.
- Areas around the pool are rid of any trip hazards and kept clear of debris.
- Make sure drain covers are compliant.
- Know where the pool or spa pump switch is and know how to turn it off.
- Pool chemicals need to be checked every day during the summer.
- Expiration dates of pool chemicals should be checked on a regular basis and stored in maintenance shops rather than the pool room.
- Make sure all handrails are secure.

For more safety tips visit: [www.poolsafely.gov](http://www.poolsafely.gov)

### Community Improvement Projects

Take advantage of the summer months to make timely community improvements. Below are some suggestions for summer projects. Please contact your supervisor to get approval prior to obtaining bids or beginning work.

- Survey asphalt and concrete for signs of damage or trip hazards. Document and report damage to your supervisor, discuss proper remedies.
- Landscape maintenance, irrigation system repairs and improvements.
- Exterior touch-up painting.
- Exterior window washing.
- Freshen up parking lot and curb paint.
- Cleaning of common areas such as laundry rooms and clubhouses. Clean carpets and fresh paint are vital in our efforts to create a positive impression. When deep cleaning laundry rooms, remember to disconnect dryer vent hoses and clean them of all accumulated lint and debris.
- Property signage should be professional. It is a direct reflection of your property. Please take this time to review all signs on your property (*any signs with the verbiage "No Soliciting" are strictly prohibited and must be removed immediately as it can be interpreted as discrimination*).

If you have any other capital improvements for your community, discuss with your supervisor to plan cost effectively and with minimal community disruption.

### BBQ & Grilling Policy

While the weather is hot this summer, many residents will spend more time outside, and this means more people will be grilling outdoors. This is a fun way to get together to enjoy the summer months. We want to ensure that our residents are informed about the importance of safety while using outdoor grills. Our policy states:

- Charcoal cooking devices are strictly prohibited on combustible patios or balconies, or within 25 feet of combustible construction.
- The use of gas/propane cooking devices with a gas container larger than 2.5 pounds water capacity or 1 pound LP-gas capacity is prohibited. Small "Coleman" style propane canisters are allowed. These canisters are typically green and are approximately the size of a one-liter drink container.
- Management respectfully requests that all residents carefully comply with safety-sensitive regulations by restricting barbecues to only those devices that use the Coleman-style propane canisters mentioned above.



### National Night Out: Start Planning Your Event!

A friendly reminder that now is the time to start planning your National Night Out event and begin to build interest in your community. This year the event falls on **Tuesday, August 6th**. **Coming soon:** Your National Night Out Packet with planning tools, recap newsletter, and "save the date" flyers to post in common areas for your residents. Happy Planning!

