

CANYON LAKE

PROPERTY OWNERS ASSOCIATION

Mailbox Replacement Project Fact Sheet

Group 8 | April 29, 2019 - May 3, 2019



Project Description

The mailbox clusters throughout the community are aged and have exceeded their serviceable lifespan to the point where replacement parts are no longer available. The Canyon Lake Canyon Lake POA Board of Directors approved replacing these aging mailbox clusters with more secure and aesthetically pleasing cluster box units (CBU). The existing free-standing pedestal-style cluster mailbox units and parcel mailboxes will be replaced with front-loading CBUs that combine both mailboxes and parcel boxes. The new CBUs are made of heavy-duty aluminum with stainless steel hardware, making them more secure than the existing mailboxes. For installation, these locations are being split into 10 groups.

Group 8 Starts April 29

Group 8 of this project will begin on April 29 and is anticipated to be completed by May 3. The following locations are part of Group 8 and will be affected:

- 30461 Greenbriar Ct.
- 22108 Vacation Dr. (& Scout)
- 22611 Canyon Lake Dr. N
- 22151 Vacation Dr.
- 29712 Yellow Gold Dr.
- 29532 Vacation Dr.
- 22961 Mariner Dr.
- 29483 Vacation Dr.
- 22770 Castle Crag Dr.
- 29291 Vacation Dr.
- 29722 Redwood Dr.
- 29231 Vacation Dr.
- 22667 Cascade Dr.
- 28921 Vacation Dr.
- 29664 Vacation Dr.
- 28870 Vacation Dr.

Mail delivery by USPS will cease at these locations on Friday, April 26. Residents will need to retrieve mail from their existing mailboxes before this date. Mail will be held by USPS Sun City Post Office located at 29700 Haun Road in Menifee (phone number 951.679.7886). Once new CBUs are installed, mail will resume and all "hold mail" will be delivered by the postal carrier to the new mailboxes. Normal mail delivery at these locations will resume on or before Friday, May 3.

Informed Delivery by USPS

We strongly suggest that residents sign up for the Informed Delivery service offered by USPS. This free service allows you to digitally preview your mail as it arrives. This service will email you grey scale images of the exterior, address side of letter-sized mailpieces as well as track packages. To sign up, simply visit <https://informeddelivery.usps.com>.

Group 8 - Mailbox Keys Available April 29

Starting April 29, Group 8 may pick-up their new mailbox keys at the **Canyon Lake POA's Operations office, located at 29081 Longhorn Drive in Canyon Lake. Please note, the office is only accessible from Vacation Drive adjacent to the North Gate.** Office hours are 7 a.m. to 4 p.m. Monday through Friday.

New mailbox keys will only be provided to the homeowner, valid tenant, or property manager. The individual must provide proper identification (e.g. Canyon Lake POA Card, State Issued ID, Military ID, or Passport) and complete a Mailbox Key Release Agreement. Letters and forms will be mailed to addresses affected.



FUNDING

Board Review Date: February 6, 2018
Approved Amount: \$390,182.03, plus a 2.5% contingency
Fund: Repair & Replacement Fund, 02-670



CONSTRUCTION TIMELINE

Group 8 Start Date: April 29, 2019
Group 8 Duration: Approximately 1 Week

Entire Project Estimated Completion
July 2019

MORE INFORMATION



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Operations Department: 951.244.6841 x510