

# CANYON LAKE

PROPERTY OWNERS ASSOCIATION

## Mailbox Replacement Project Fact Sheet

Group 10 | July 15, 2019 - July 19, 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 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 10 Starts July 15

Group 10 of this project will begin on July 15 and is anticipated to be completed by July 19. The following locations are part of Group 10 and will be affected:

- 30441 Longhorn Dr.
- 30280 Longhorn Dr.
- 30075 Longhorn Dr.
- 29859 Longhorn Dr.
- 29762 Big Range Rd.
- 29710 Buggywhip Ct. (across from 29947 Big Range Rd.)
- 29590 Big Range Rd. (intersection of Mustang & Big Range Rd.)
- 29173 Big Range Rd. (across from 29174 Big Range Rd.)
- 31820 Railroad Canyon Rd. (by Pepes & Roadway Motor Inn)

**Mail delivery by USPS will cease at these locations on Friday, July 12.** 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, July 19.

### 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://informedelivery.usps.com>.

### Group 10 - Mailbox Keys Available July 15

Starting July 15, Group 10 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 10 Start Date: July 15, 2019  
Group 10 Duration: Approximately 1 Week  
Entire Project Estimated Completion  
July 2019

### MORE INFORMATION

[www.canyonlakepoa.com](http://www.canyonlakepoa.com)

[www.facebook.com/canyonlakepoa](https://www.facebook.com/canyonlakepoa)

[projects@canyonlakepoa.com](mailto:projects@canyonlakepoa.com)

Operations Department: 951.244.6841 x510