

January 2016

# ELM PARK

www.elmpark.org

Professionally Managed by Keystone Pacific Property Management, Inc. - 16775 Von Karman, Ste. 100, Irvine, CA 92606

## HOLIDAY DECORATING GUIDELINES

Holiday decorations are permitted 14 days before and 14 days after a holiday, with the exception of Christmas type decorations which are permitted from November 15th until January 15th. January is the time to put away the decorations and remove the lights until next year. Thank you for making our community look festive for the holidays.



## CANDIDACY APPLICATIONS

The Annual Election is coming up in April of 2016. Have you ever thought of serving on the Board of Directors for Elm Park Community Association? If so, please fill out the Application for Candidacy enclosed and mail it back to Keystone Pacific Property Management, Inc., no later than January 31, 2016. Make a difference, fill out the application today!

*Do you have what it takes to be on the Board of Directors? Here are some tips for being a great Board Member:*

- Serve because you care about your neighborhood.
- Be a member in "good standing".
- Make decisions with the common good in mind.
- Communicate, communicate and communicate some more.
- Seek the advice of qualified professionals.
- Read the governing documents and enforce them.
- Focus on policies, plans and objectives. Remember your fiduciary duty to protect, preserve, and enhance the value of the property.

## **BOARD OF DIRECTORS:**

**President:** VACANT

**Vice-President:** Veronica Jimenez

**Treasurer:** Getachew Kiros

**Secretary:** Carlos Fuentes

**Member-at-Large:** Eric Efuengnu

## **NEXT BOARD MEETING:**

**DATE:** Wednesday, January 20, 2016

**Time:** 6:30 P.M.

**Location:** Fire Station 203

1550 N. Ayala,

Rialto 92376

*The final agenda will be posted at the pool. You may also obtain a copy of the agenda by contacting management at 949-838-3227.*

## **IMPORTANT NUMBERS:**

### **ASSOCIATION MANAGER:**

**Kaylin Porritt**

Phone: 949-838-3227

kporritt@keystonepacific.com

*Emergency After Hours: 949-833-2600*

Fax: 949-833-0919

### **COMMON AREA ISSUES:**

**Scott Stubbs**

Phone: 949-838-3254

sstubbs@keystonepacific.com

### **BILLING QUESTIONS/ ADDRESS CHANGES/WEBSITE LOGIN:**

Phone: 949-833-2600

customercare@keystonepacific.com

### **ARCHITECTURAL DESK:**

Phone: 949-838-3239

architectural@keystonepacific.com

### **INSURANCE BROKER:**

LaBarre/Oksnee

30 Enterprise

Aliso Viejo, CA 92656

949-588-0711 or 800-698-0711

949-215-9815-Fax

### **POOL KEYS & POOL TAGS:**

Phone: 949-838-3264

## January 2016 REMINDERS

- **Keystone Pacific Closed in Observance of New Year's - Friday, January 1st**

For after-hours association maintenance issues, please call 949-833-2600 to be connected with the emergency service line. Please call 9-1-1 for life-threatening emergencies.

- **Trash Pick-Up Day - Wednesdays**  
Trash receptacles must be removed from curbside and/or the front of the home on the same day that the trash is picked up. Please store your trash cans out of view from the street in a timely manner after trash pick up.
- **Next Board Meeting:**  
**Date:** Wednesday, January 20, 2016  
**Time:** 6:00 P.M. **Location:** Fire Station 203- 1550 N. Ayala

### SIGN UP FOR COMMUNITY E-NEWS

Sign up to receive news and updates pertaining to our community association via email.

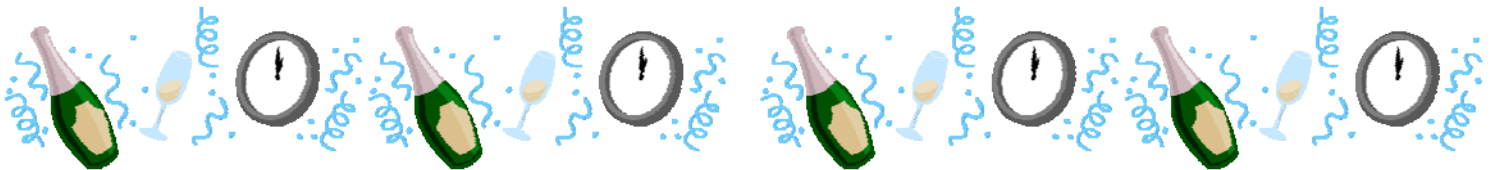
To sign up, please register from the "Account Notifications" page once you have logged into The KPPM Connection at [www.kppmconnection.com](http://www.kppmconnection.com).

### SIGN UP FOR THE ACH PROGRAM

Save time and money and never miss a payment again! Sign up to have your assessment payments automatically debited from your checking or savings account. Please call Customer Care at 949-833-2600 or send an e-mail to [customer care@keystonepacific.com](mailto:customer care@keystonepacific.com) to request an ACH application.

### NEW YEAR'S RESOLUTIONS!

- I will clean out my garage, so that I can park in it.
- I will drive slowly and carefully through the property and remind my guests to do the same.
- I will always keep my dog on a leash while walking through the community, and I will pick up after my pet every time.
- I will read the newsletters to keep up on what's happening with the Association, and will try to attend a couple of meetings this year.
- I will return my ballot for the election, so we have quorum.
- I will complete my backyard and send in the Notice of Completion for approval.
- I will report any problems with the Common Area as soon as I spot them.
- I will be a courteous neighbor and remember that noise travels.



### CHRISTMAS TREE RECYCLING

The City of Rialto would like to remind the community that Christmas trees can easily be recycled after the holiday season. Simply remove all ornaments, tinsel and tree stands and put the tree out on the curb on your regular trash pick up day. The trees will be picked up the two weeks following the holiday for recycling. Also if your tree is taller than 6 feet, you must cut it in half to allow for easy pick up. Flocked trees or trees coated with fire retardant will also be picked up but cannot be recycled.

If you have any questions or concerns about Christmas tree recycling, please contact Burrtec at 909-877-1596 or [www.burrtec.com](http://www.burrtec.com).

### TRASH CANS

All trash cans need to be stored out of common area view or neighboring lots when not on the curb for trash pick up. Trash cans are to be set out no more than 12 hours before pickup and stored no more than 12 hours after pickup.

**APPLICATION FOR CANDIDACY  
FOR THE BOARD OF DIRECTORS**

Dear Homeowner:

The Annual Election will be held in April 2016. If you are interested in serving on the Board, please complete this application and return it to KEYSTONE PACIFIC PROPERTY MANAGEMENT, INC. at the office address displayed below by **5:00 PM on Lcpwct{ '53.'4236.**

*Please type in the information requested below.*

NAME: \_\_\_\_\_

*(Please note: Be sure to complete and return verification information on page 2 of this application)*

*\*Candidacy statement needs to be kept to one page.*

WHY WOULD YOU LIKE TO SERVE AS A BOARD MEMBER?

WHAT IS YOUR BACKGROUND?

WHAT IS YOUR VISION FOR THE COMMUNITY?

WHAT WOULD YOU LIKE TO ACCOMPLISH DURING YOUR TERM OF OFFICE?

*(Per Civil Code, this form will be sent with the election materials, as submitted)*

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**APPLICATION FOR CANDIDACY  
FOR THE BOARD OF DIRECTORS**

HOMEOWNER VERIFICATION INFORMATION

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

WORK PHONE NUMBER: \_\_\_\_\_

HOME PHONE NUMBER: \_\_\_\_\_

CELL PHONE NUMBER: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_