

February 2018

# ELM PARK

www.elmpark.org

BE MY  
VALENTINE!

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

## ARE YOU RENTING OUT YOUR HOME?

If you are a homeowner who has leased your property, please be sure that your tenants are adhering to the CC&Rs and the Rules and Regulations of the community. It is your responsibility to keep the management company informed.

- ☛ Register your new tenants
- ☛ Send in a copy of the rental agreement
- ☛ Provide your new address, phone number and email
- ☛ Report when tenants vacate
- ☛ Collect community remotes and keys at the end of the tenancy
- ☛ Report missing remotes

Management can only send out information to the mailing address and email on file. If leased homes are not registered, there is a chance that the homeowner will miss out on important community information. If you would like your tenant to receive community information, please contact Management.

## HAVE AN HOA RELATED QUESTION?

To ensure that you are receiving accurate and up-to-date information with regards to landscaping, assessments, or common areas, please make Management your first point of contact. If you ever receive a notice and you aren't quite sure you understand what it is for, contact us. We are more than welcome to explain the letter via email, phone call or an onsite meeting.

## WATCH YOUR SPEED

The speed limit within the community is 15 MPH, however, it would be very much appreciated if homeowners would use this as their top speed guideline and navigate a little slower through the neighborhood and to not run the posted stop signs. There are many children walking and riding their bikes to and from school or the park area and safety is our biggest concern. Thank you for your cooperation.

### **BOARD OF DIRECTORS:**

**President:** Veronica Jimenez  
**Vice-President:** Getachew Kiros  
**Treasurer:** Eric Efueng  
**Secretary:** Carlos Fuentes  
**Member-at-Large:** Vacant

### **NEXT BOARD MEETING:**

**DATE:** Wednesday, April 18, 2018  
**Time:** 6:00 P.M.  
**Location:** Fire Station 203  
1550 N. Ayala,  
Rialto, CA 92376

*The final agenda will be posted at the pool. You may also obtain a copy of the agenda by contacting Management at 949-838-3283.*

### **IMPORTANT NUMBERS:**

#### **ASSOCIATION MANAGER:**

**Lindsey Latham**  
llatham@keystonepacific.com  
Phone: 949-838-3283

*Emergency After Hours:*  
**949-833-2600**

#### **COMMON AREA ISSUES:**

**Hannah Rangel**  
hrangel@keystonepacific.com  
Phone: 949-838-3254

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

Phone: 949-833-2600  
customer@keystonepacific.com

#### **INSURANCE BROKER:**

Roy Palacios Insurance Agency  
26081 Merit Circle, Suite 101  
Laguna Hills, CA. 92653  
949.582.0964 – Office  
949.582.0655 – Fax

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

Phone: 949-838-3254

## February 2018 REMINDERS

- Keystone Pacific Closed in Observance of President's Day - Monday, February 19th
- 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 - Wednesday  
Please remove trash cans from the common areas after this day.
- Wednesday, April 18, 2018 - Board Meeting @ 6:00  
Location: Rialto Fire Station 203  
1550 N Ayala Dr. Rialto, CA. 92376

### 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.

### PARKING REFRESHER

Many homeowners have expressed their concern with the parking throughout the Elm Park Community. One way to assist in making room for all homeowners is clean out your garage. Please understand that your garage is NOT to be used for storing items. You must be able to park your vehicles in your garage.

Take a minute and review the following parking rules.

- No parking in the any fire lanes.
- Park facing the right direction on the street.
- Don't block the sidewalk or neighbors driveway.
- Do not park within 15 feet of the fire hydrants.
- Use your garage for parking your cars, not storage.
- Be considerate of others when parking in the community.



### COMMUNITY REMINDERS:

**Report Common Area Issues:** See a tree that needs to be trimmed, gate not functioning properly? All residents are asked to report common area issues immediately to management at (949) 838-3254. Irrigation running all night long? Please contact our emergency line at (949) 833-2600

### WEEDS & FRONT YARD MAINTENANCE

All homeowners are responsible for the maintenance of their front yard landscaping all the way to the street curb in front of their home. Corner lot homeowners are also responsible for side yard maintenance all the way to the side yard curb. Homeowner landscape maintenance responsibilities include keeping your front yard grass and planters free from weeds.

