

September 2018

ELM PARK

www.elmpark.org

Professionally Managed by Keystone Pacific Property Management, LLC - 3155-D Sedona Court, Suite 150, Ontario, CA 91764

NEW COMMUNITY ASSOCIATION MANAGER

Your community has a new Community Association Manager. Please feel free to contact Sarah Buel at (909) 297-2559 or sbuel@keystonepacific.com for the following items:

- Questions or concerns regarding Elm Park
- Reports of violations seen within the Community
- Items in need of repair or attention
- Suggestions for improving the Community
- Information on Board Meetings

TENANTS IN THE COMMUNITY

If you are currently renting out your home, please remember that your tenants and their actions are your responsibility. Please remind your tenants of the provisions of the Association's Governing Documents. It is a good idea to give them a copy of the CC&Rs, Rules and Regulations and perhaps a copy of the monthly newsletter. Please be advised that homeowners can be subject to fines, according to the Association's Violation Policy, for the actions of their tenants and/or guests.

IF YOU OPEN IT, CLOSE IT

Please remember to keep all gates closed at all times. When entering and exiting the pool or pedestrian gates sometimes the gates do not close all the way. Please make sure you check behind you to make sure that the gate has closed and latched. If you find a gate is not closing and latching itself, please contact the management office immediately so we may repair it

TRASH CAN REMINDERS

Please make sure you are utilizing trash bags in your trash bins to secure any unwanted debris from flying around the community. Also store your trash cans off the street and behind your gates after pick up to prevent the empty bins from blowing away. Keeping your trash cans in view of the common area is a CC&R violation. Trash cans must be behind your gate, not in front of your gate.

BOARD OF DIRECTORS:

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

NEXT BOARD MEETING:

DATE: Wednesday,
October 17, 2018
Time: 6:30 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 909-297-2554.

IMPORTANT NUMBERS:

ASSOCIATION MANAGER:

Sarah Buel
sbuel@keystonepacific.com
Phone: 909-297-2559

Emergency After Hours:
909-297-2550

COMMON AREA ISSUES:

Hannah Rangel
hrangel@keystonepacific.com
Phone: 909-297-2558

BILLING QUESTIONS/ ADDRESS CHANGES/ WEBSITE LOGIN:

Phone: 909-297-2550
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: 909-297-2558

September 2018 REMINDERS

- Keystone Pacific Closed in Observance of Labor Day - Monday, September 3rd
- For after-hours association maintenance issues, please call 909-297-2550 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, October 17, 2018 - Board Meeting @ 6:30pm
Location: Rialto Fire Station 203
1550 N Ayala Dr. Rialto, CA. 92376

A MEMBERS RIGHT TO PRIVACY

California Civil Code allows a member to request to be removed from the membership list to prevent release of their private contact information to a member requesting the membership list. In order to opt-out of the membership list, you must notify the Association **in writing**. If you choose to opt-out of sharing your name, property address, email address and mailing address under the membership list, the opt-out designation shall remain in effect until changed by you, by written notification to management. If you wish to opt-out, please complete the Opt-Out Form on our website at:

<http://www.kppm.com/forms/opt-out.php>.

LANDSCAPE MAINTENANCE



Please remember that it is each homeowner's responsibility to make sure that the landscaping at their home, looks its very best. Mowing, trimming and weeding should be done on a regular basis. Check the irrigation system for leaks and adjust the timers as needed.

Again, we are asking each homeowner to do their part in keeping the Association looking its very best. Remember, it's not fair to your neighbors if you let your landscaping deteriorate. As a courtesy, if you have a gardener, please remind them to use the correct trash can and do not dispose waste/ clippings in your neighbors trash cans. A well-maintained community brings up the value of the homes for everyone!

SAFETY TIPS

- Please pick up any newspaper or flyers left on your driveway in a timely manner. When newspapers collect it appears as if no one is home.
- Trim trees and shrubs near the entrance to your home to eliminate potential hiding spots.
- Invest in motion detector lights to activate when someone approaches the perimeter of your home.
- Keep your garage door closed.
- Lock your vehicles and do not leave any valuables in your vehicle.
- Report any suspicious activity immediately to the Rialto Police Department at 909-820-2550.





Elm Park Community Association
Owner Notice Disclosure (Civil Code section 4041)

California law requires Owners in a community association to provide the following information to the association on an annual basis. Please complete and return this form to Keystone Pacific Property Management, LLC at the address shown below or send the completed form to forms@keystonepacific.com no later than October 31st.

Owners Name
Property Address
Owner Phone # Owner Email

*ITEMS 1-6 NEED TO BE COMPLETED. IF NOT APPLICABLE, PLEASE INDICATE N/A

1. Address or Addresses to which notices from the association are to be delivered:

2. Any alternate or secondary address to which notices from the association are to be delivered:

3. The name and address of your legal representative, if any, including any person with power of attorney or other person who can be contacted in the vent of your extended absence from your property:

4. Your property is (please check one): Owner occupied Rented out

If your property is rented out, please provide the following information:

Name of Tenant(s):
Phone Number:
Email Address:

5. Is your property developed, but vacant (please check one)?: Yes No

6. Is your property undeveloped land? Yes No

Please return this form to:
Elm Park Community Association
c/o Keystone Pacific Property Management, LLC
16775 Von Karman Ave, Suite 100, Irvine, CA 92606