

DECEMBER 2018

TURTLE ROCK GLEN

www.turtlerockglenhoa.org

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



DECEMBER REMINDERS:

- ◆ December 24th, 25th & 31st 2018 – Holidays – The Keystone Pacific offices will be closed.

OCTOBER 18, 2018 BOARD MEETING HIGHLIGHTS:

- ◆ The September 20, 2018 Meeting Minutes were approved.
- ◆ Pool Pump Room Renovations: The Board approved a proposal to install (3) Title 22 Controllers.

TURTLE ROCK GLEN ANNUAL ELECTION

On March 21, 2019 the Turtle Rock Glen Community Association will hold its Annual Election to choose two At-Large Directors to serve a two-year term (2019-2021).

In April 2018 the adopted By-Law Amendments reduced quorum to 124, staggered elections with 3 sub-association reps one year and 2 at-large the next, and instituted two year terms.

The current TRG Board has three persons serving two-year terms (2018-2020): Roger Freier (Garden Homes), Dom Saccacio (Patio Homes), and Kiran Dubhashi (Town Homes). Sharon Cooper and Catherine Zhou occupy the At-Large positions which expire in 2019.

An Application for Candidacy will be sent to all Members with their December billing statement; it must be returned to Keystone by the December 31, 2018 deadline. Only members of the TRG Association may serve on the Board.

The Election Ballot will be mailed out to each Member in February 2019. It will include complete instructions for voting and delivery of the ballots to the Inspector of Elections. Each Member will have two votes.

For further information, contact Jeanette Vega at Keystone Property Management, at 949-430-5818 or jvega@keystonepacific.com.

BOARD OF DIRECTORS:

President: Dom Saccacio

Vice-President: Sharon Cooper

Treasurer: Kiran Dubhashi

Secretary: Roger Freier

Member-at-Large: Catherine Zhou

NEXT BOARD MEETING:

Thursday, December 20, 2018

6:50 p.m. @ Turtle Rock Community Park
1 Sunnyhill, Irvine, CA

The final agenda will be posted in the bulletin board in the pool area. You may also obtain a copy of the agenda by contacting management at 949-430-5818.

IMPORTANT NUMBERS:

ASSOCIATION MANAGER:

Jeanette Vega

Phone: 949-430-5818

Emergency After Hours: 949-833-2600

Fax: 949-377-3309

jvega@keystonepacific.com

COMMON AREA ISSUES:

Rachel Davis

Phone: 949-838-3232

rdavis@keystonepacific.com

BILLING QUESTIONS/ ADDRESS CHANGES/ WEBSITE LOGIN:

Phone: 949-833-2600

customercare@keystonepacific.com

POOL KEYS:

Rachel Davis

Phone: 949-838-3232

SUB/MASTER INFO:

Garden Homes and Town homes are managed by:

Optimum Property Management

714-508-9070

DECEMBER 2018 REMINDERS

- 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.
- Street Sweeping Day - 2nd and 4th Wednesday
- Trash Pick-Up Day - Fridays
Please remove trash cans from the common areas after this day.
- Thursday, December 20, 2018 - Board Meeting @ 6:50 p.m.
Location: Turtle Rock Community Park
1 Sunnyhill, Irvine, CA

VISIT www.turtlerockglenhoa.org

Log onto the community website to:

- Submit maintenance requests, address changes
- Get the latest community news & updates
- Obtain minutes, newsletters, policies, forms
- Access your account online
- Pay your HOA bill online

Should you have problem logging onto the community website, please call Customer Service at 949-833-2600.

THANK YOU!

On behalf of the Board, we want to thank Russ Frank, a concerned homeowner, who, at the request of the Board, worked with the City to facilitate removal of a dangerous, dead tree along the walkway.

PATIO HOMES APPROVED REVISED ARCHITECTURAL STANDARDS

To view the standards, go to the Turtle Rock Glen website at www.turtlerockglenhoa.org; click on Documents, then Architectural Information, and then on Approved Revised Architectural Standards. These standards were adopted by the Master Board on 1-18-2018.

PATIO HOMES require approval for exterior changes **prior to the start of work**; this includes front yard landscape changes. Homeowners may choose to collect the signatures of neighbors on the Neighbor Awareness Form accompanying the Architectural Application, *but* their signatures do not constitute approval. It is a courtesy to your neighbors to make them aware of your intentions. The Architectural Application can be found on the Turtle Rock Glen website under Architectural Information.

Any improvements/changes made without approval of the Architectural Review Committee (ARC) are subject to fines and removal of improvements at the homeowner's expense.

HOLIDAY TRAVEL

Now that the holiday season is here, some of you may be going on vacation. As a precaution, it is a good idea to let your trusted neighbors know where you will be and how to reach you in case of an emergency. Be sure to stop your newspaper and mail service while you are away or make arrangements with a neighbor to take them in for you. You can simply go on-line at www.USPS.com or by calling 1-800-ASK-USPS (1-800-215-8777) to have your mail placed on hold during your time away from home. Don't forget to have someone remove any flyers and/or ads from your door or driveway as these are good indicators that no one is home. Another good tip is to use a variable timer for interior lights so your home does not appear empty or vacant for an extended period of time. For those of you traveling, have a wonderful and safe holiday vacation!

Immediately report any suspicious activity including vehicles and pedestrians who are unknown to the area by calling the Police.

APPLICATION FOR CANDIDACY FOR ONE-OF-TWO AT-LARGE SEATS ON THE BOARD OF DIRECTORS

Dear Homeowner:

The Annual Election will be held in March 2019. If you are interested in serving on the Board, please complete this application and return it to KEYSTONE PACIFIC PROPERTY MANAGEMENT, LLC at the office address displayed below, by 5:00 PM on December 31, 2018.

Association Election By-Laws state that only Members (property owners) can serve on the Board of Directors.

Please type in the information requested below.

NAME: _____

(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)
Page 1 of 2

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Keystone Pacific Property Management, LLC

16775 Von Karman #100
Irvine, CA 92606
(949) 833-2600

30021 Tomas Road #160
Rancho Santa Margarita, CA 92688
(949) 833-2600

41593 Winchester Road #113
Temecula, CA 92590
(951) 491-6866

3155-D Sedona Court
Ontario, CA 91764
(909) 297-2550

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: _____

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