

July 2018

WOODBIDGE PARKWAY MAINTENANCE ASSOCIATION

<http://www.myhoa.com/woodbridgeparkway>

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

COMMUNITY UPDATES – PAINTING PROJECT

The painting in the Havenwood Neighborhood is nearing completion, next on the schedule will be the Rockwood/Summerstone Neighborhoods beginning in July and will finish up in the Weepingwood Community from August to October. If you did not receive the copy of the schedule, or have any questions, please contact Professional Services at (949)635-6700 to find out when your building is scheduled to be painted.



JULY TRASH DELAY REMINDER

Please remember that trash collection will be delayed in the month of July due to the 4th of July holiday. Please do not place trash on the curb for pickup until the evening of Thursday, July 5th.

TRASH CAN PROTOCOL

In accordance with the Association's Rules and Regulations, remember to place trash containers, including recycling bins, on the curbside for pickup after 5:00 PM on the day before waste collection is scheduled. All containers must be returned to their storage areas out of view by 8:00 AM the day following the scheduled collection. Trash should NOT be overfilled and additional bags should NOT be placed on or near the cans, as this attracts crows and other pests to the Community.

MAY 17, 2018 AND JUNE 21, 2018 BOARD MEETING HIGHLIGHTS

The Board of Directors met on May 17, 2018 and June 21, 2018 and made the following decisions.

- Approval of the April 19, 2018 and May 17, 2018 Board Meeting Minutes
- Acceptance of the March 31, 2018 and April 31, 2018 Financial Statements
- Landscape Replacement Approvals
- Community Painting Project was discussed
- Delinquent Account Review
- Investment CDs were discussed
- Roof Maintenance was approved
- Tree Trimming Proposal was approved
- Various Lighting modifications were approved
- Architectural Applications were discussed and approved

BOARD OF DIRECTORS:

President: Suzanne Vertuno
Vice-President: John Gill
Treasurer: Marla Ferguson
Secretary: Si Noroozi
Member-at-Large: Neil Fitzsimons

NEXT BOARD MEETING:

Thursday, July 19, 2018 and August 16, 2018

General Session 7:00 PM
Homeowner Forum 8:00 PM
Woodbridge Village Association
31 Creek Road, Irvine, CA

The final agenda will be posted at the Woodbridge Village Association. You may also obtain a copy of the agenda by contacting management at 949-430-5802.

IMPORTANT NUMBERS:

ASSOCIATION MANAGER:

Danielle Curran
Phone: 949-430-5802
Emergency After Hours: 949-833-2600
Fax: 949-833-0919
dcurran@keystonepacific.com

COMMON AREA ISSUES:

Gabriel Hipolito
Phone: 949-430-5808
ghipolito@keystonepacific.com

BILLING QUESTIONS/ ADDRESS CHANGES/ WEBSITE LOGIN:

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

ARCHITECTURAL DESK:

Phone: 949-838-3239
architectural@keystonepacific.com

Home improvement forms can be obtained from Woodbridge Village Master Association or on the association's website, www.wva.org.

INSURANCE BROKER:

Berg Insurance/ 949-830-4590

MASTER ASSOCIATION INFO:

Woodbridge Village Master Association
Phone: 949-786-1800

July 2018 REMINDERS

- Keystone Pacific offices will be closed for the July 4th Holiday
- 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 - 1st and 3rd Fridays
- Trash Pick-Up Day - Thursday
Please remove trash cans from the common areas by 8:00 AM on the day after trash pick-up day.
- Thursday, July 19, 2018 and August 16, 2018- Board Meeting @ 7:00 PM
Location: Woodbridge Village Association
31 Creek Road, Irvine, CA

REPORTING COMMON AREA MAINTENANCE ITEMS

Have you noticed a leaking or broken sprinkler? Please be sure to report it to Management by calling (949)833-2600 right away. By calling this number, you will be able to make contact with your Community Manager, Associate Manager, or after hours on-call Manager who can assist with placing a work order right away!

SIGN UP FOR COMMUNITY E-NEWS

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

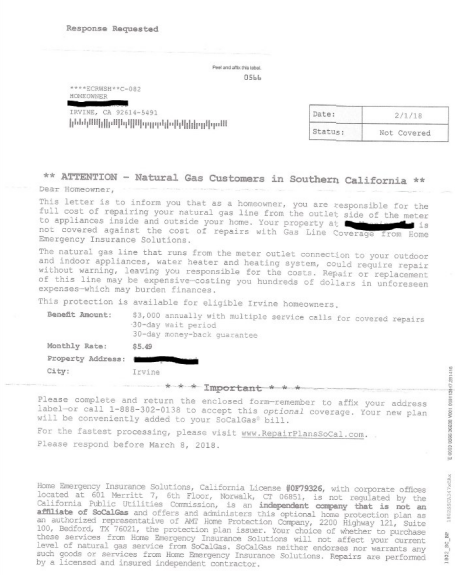
To sign up, log into the KPPM Connection at www.kppmconnection.com, then select the *Change Notification Settings* under *My Profile*. From there, select the *Community Association Updates* checkbox and press Save.

WATER PRESSURE IN YOUR HOME

Remember that the pressure regulator in your home is homeowner's responsibility. Many homeowners have had to have theirs replaced. Please contact a plumber to check the water pressure in your home. Too much pressure or not enough pressure can cause serious damage to the unit.

SO CAL GAS LETTER

If your household received a letter similar to the one to the left regarding Gas Customers being eligible for a program for a small monthly rate, please disregard this. All repairs to the gas lines are SoCal Gas responsibility and not that of the owners. The company that sent this letter is not affiliate with SoCal Gas.



TERMITE PREVENTIVE MAINTENANCE PROGRAM

The Board of Directors has approved to renew its annual preventive maintenance program for termites in the Woodbridge Parkway Maintenance Corporation. Without proper treatment and maintenance programs, the wood destroying pests would take over the Community and it would cost the Association thousands of dollars to rectify the issues. Thank you to everyone who has already completed their scheduled termite inspections with Angelo's Termite. Angelo's Termite will post notices at your unit prior to the scheduled inspection. If you missed your scheduled inspection date and need to reschedule, please contact Angelo's Termite at (800)589-8809. If you notice any signs of termites or wood destroying pests, please contact Management directly to issue a work order.

www.myhoa.com/woodbridgeparkway

Log onto the community website to:

- See the latest agenda posting
- Get the latest community news & updates
- Obtain minutes, newsletters, policies, forms
- Be informed of late breaking news affecting the community.

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 to request an ACH application.

WOODBIDGE PARKWAY MAINTENANCE ASSOCIATION

RULES & REGULATIONS

APPLICABILITY

All present and future homeowners, tenants, or guests of such, that reside within Woodbridge Parkway Maintenance Association development or use the facilities of the Association in any way are subject to the rules set forth above, in addition to the Association's Covenants, Conditions and Restriction (CC&R's). To ensure the applicability and enforcement of the following rules and regulation our Association needs to rely on all members to be good neighbors and understand how our behavior could impact those living nearby us. Finally, before reporting a problem to the Association, if possible, homeowners and resident should talk to each other first.

PURPOSE

The Rules & Regulations are established as a guideline to oversee the use of the Woodbridge Parkway Maintenance Association common areas. We wish your experience as homeowners and residents to be a positive one. These Rules & Regulations are intended to interpret and implement the Associations Covenants, Conditions, and Restrictions (CC&R's) and are not intended to violate or supersede them in any way. The Board of Directors of the Woodbridge Parkway Maintenance Association approved these Rules & Regulations, and compliance with them is deemed by your Board to be in the best interest of the Association and all its members.

California Vehicle Code (CVC) Enforceable

A. GARAGE USE

1. Parking spaces are very limited in the Woodbridge Parkway Maintenance Association common areas. As neighbors, we must cooperate with one another to minimize the problems associated with the limited space. Therefore, households with one or two vehicles shall first keep at least one of their vehicles (automobile and/or motorcycle) parked in their garage, with the next vehicle or motorcycle parked in the Owner's driveway prior to parking in the streets or common area parking spaces. Parking spaces in the cul-de-sacs shall be for the use of the residents of the surrounding units and their guests. Additional vehicles, if any, must be parked in accordance with the following Rules and Regulations. These Rules will serve to conserve the limited number of parking spaces for guests.
2. Garage doors should be kept fully closed except for temporary use of the doorway (approximately 2 or 3 hours), or for exceptional situations such as when construction work is occurring in the unit or the resident is moving in or out of the unit.

B. VEHICLE RESTRICTIONS

1. Any repairs or restorations to vehicles must be limited to the confines of a closed garage. No repairs or restorations of vehicles are permitted in the common area or in the driveways. Vehicles must be licensed and operable at all times. If you repair your vehicle in the common area, your vehicle may be towed. If you repair your vehicle in a driveway, you may be subject to a fine pursuant to the Association's enforcement procedures.
2. Any vehicle without current vehicle registration/license plate will be subject to tow in accordance with the requirements of these Rules and Regulations and the California Vehicle Code.
3. All oil spots and debris of any type must be cleaned up from the driveways or other common areas. Damage repaired by the Association will be billed to the homeowner.

C. VEHICLE PARKING REGULATIONS

1. Parking is permitted ONLY in garages, on driveways designated in Exhibit "A", single car only designated in Exhibit "B", in designated parking stalls, on the turf block, pavers, and alongside standard SQUARED curbs not specifically marked as "NO PARKING" or as otherwise prohibited by these rules.
2. No parking is permitted at any time in front of mailboxes, fire hydrants, curbs which are painted red and/or white or in front of any entrance where no standard squared curb exists between the vehicle and the entrance. Unauthorized parking will be subject to tow.
3. No vehicle shall be parked in such a manner as to impede or prevent pedestrians to comfortably use sidewalks. Parking on the sidewalks, which can be defined as "one or more tires impeding on the sidewalk" is prohibited within the community and violators will be towed.
4. No vehicle shall be parked in such a manner as to impede or prevent ready access to any garage or entrance.
5. Any vehicle owner whose vehicle impedes the access of an emergency vehicle will be held fully responsible for any and all damages to the Association for any loss resulting there from.
6. Vehicles that remain parked in the common area for more than 72 hours and/or appear to be inoperative shall be declared "abandoned" and subject to tow away at owner's expense (except for owners away on extended vacation who have made arrangements with the management company).
7. No truck, truck camper, travel trailer or trailer of any kind, permanent tent or similar structure, mobile home, boat, motor home, mini-motor home or any other kind of similar recreational vehicle may be parked, kept, placed or maintained within the covered property in such a manner as will be visible unless obscured from view by adjoining lots, streets, or alleys, provided, however, that:
 - a. A two-axle, four-wheel pick-up truck not exceeding a standard size (i.e., no longer than 20 feet in length and no more than 7 feet in overall width) will be permitted to be visibly parked, so long as such truck is not loaded with unsightly materials or equipment; and/or displaying a logo of a business and
 - b. The parking of commercial vehicles is only allowed on a temporary basis to perform maintenance or services, or for loading and unloading, and is strictly prohibited on an overnight basis. Commercial vehicles include delivery trucks, vehicles displaying the logo of a business, vehicles that weigh over $\frac{3}{4}$ of a ton, vehicles of more than two axles, and vehicles designed to carry more than 10 passengers.
 - c. A two-axle, four-wheel standard factory sized van/SUV, such as a Ford Econoline, Chevy, Dodge, etc. which is no longer than 20 feet in length and no more than 7 feet in overall width; and
 - d. Provided further, however, in any event no vehicle which exceeds 85 inches in height measured from the ground to the highest part of the vehicle (excluding antennas and lights) shall be visibly with the covered property.
8. Any vehicle in violation of these parking rules may be subject to tow at the owner's expense and/or a fine. The Board of Directors and Property Manager are authorized to have violating vehicles towed away, without any prior warning, at cost to the vehicle owner. Vehicle owners will be required to pay all fees to the towing company in order to recover their vehicle(s). Persons who believe their vehicle has been wrongfully towed may submit a written response to the Board for consideration. The Board will respond to the owner in writing within a reasonable period of time.

D. CHILDREN

1. For safety reasons, streets and parking areas are intended for vehicular traffic. Children should NOT play in the streets and parking areas.
2. Bicycles and other toys are not to be left in the common area when not in use.

E. PETS

1. Members who maintain pets in their household should give special attention to the Association's requirements as well as Woodbridge Master Association Code and the City of Irvine Municipal Code.
2. Unleashed dogs, cats or other animals are not permitted on greenbelts, streets or other common areas. Out of regard for your neighbors, it is necessary to carry a doggie bag or pick one up at the many free doggie bag stations throughout the community when walking your animal and dispose of properly in your own or master association trash containers. It is unfair to force others to bear the burden of cleaning up after your pet.
3. The smell of pet waste *travels* across fences and can attract critters, thus residents must keep their patios clean of pet waste.
4. Persistent barking, howling, or whining dogs cannot be permitted under any conditions for obvious reasons. Violations should be reported to Irvine Police Department Animal Control at 949-724-7000.

F. GENERAL

1. Trash containers, including recycling bins, may be placed at curbside for pickup after 5:00 PM the day before waste collection is scheduled. All containers must be returned to their storage areas out of view by 8:00 AM the day following the scheduled collection in compliance with Woodbridge Master Association Code.
2. Unit residents/owners must submit written requests to the Board of Directors for approval prior to planting anything in the common areas.
3. Christmas lights cannot be lit prior to Thanksgiving Day and must be taken down no later than January 15th in compliance with Woodbridge Master Association Code.

G. NUISANCE

Article XI, Section 3 of the CC&R's is entitled Nuisance and states: "No noxious or offensive trade or activity shall be carried on upon any Residence, or any part of the Covered Property nor shall anything be done thereon which may be or may become an annoyance or nuisance to the neighborhood, or which shall in any way interfere with the quiet enjoyment of each of the Owners of his respective Residence, or which shall in any way increase the rate of insurance."

1. SMOKING RULE

The Irvine City Council has found that "the smoking of tobacco, or any other weed or plant, is a positive danger to health and a material annoyance, inconvenience, discomfort and health hazard to those who are present in confined spaces" (*Irvine Municipal Code, Section 4-10-501*) Accordingly, the Board has found that second hand smoke may constitute a nuisance under the CC&R's.

- a. Smoking is prohibited anywhere in the common area, including the parking areas. Smoking is also prohibited on any balcony and patio. You may smoke in your unit as long as the smoke is limited to the confines of your unit and does not spread to any other units or the common area. Otherwise, the Board may request you cease smoking in your unit.

G. ARCHITECTURAL

1. Architectural Committee approval is mandatory before any exterior modifications can be made to the buildings and/or patio structures.
2. The Woodbridge Village Association has the appropriate Home Improvement forms and will be helpful in advising you. They are located at 31 Creek Road, Irvine, California, 92714 and their phone number is 949-786-1800.
3. The approval of your Homeowners Association does not constitute legal authority to do the work. The Woodbridge Village Association must give their approval and so must the City of Irvine who enforces the required building codes.
4. Extensive interior changes must be approved also. For further details, please consult your CC&R's.
5. The failure to wait for approval before proceeding with an architectural change will result in a \$50.00 fee.

G. ENFORCEMENT PROCEDURE

In accordance with Article III, Section 8(b) of the Association's By-Laws, the Board has adopted the following enforcement procedure and list of fines for infractions of the CC&R's and Rules & Regulations. The Board reserves the right to take any step or action which the Board determines in its sole discretion to be reasonable, including without limitation the immediate towing of vehicles. However, for the majority of infractions the following process will be followed.

1. Notification of violation/non-compliance will be sent to the homeowner (and renter) advising them of the exact violation and the period of time in which to correct it.
 - a. Courtesy letter is sent to homeowner and renter if applicable.
 - b. 1st warning letter is sent to homeowner and renter if applicable.
2. If the violation is not corrected within the stated period of time, management will send out a "Notice of Hearing to the Homeowner". This letter is to be sent via certified, return-receipt requested and regular mail.

A hearing is held before the Board of Directors to allow the homeowner to explain the reasons for the continued non-compliance. Should the homeowner not show cause as to the reason for the continued non-compliance issue, the Board of Directors may impose a Non-Compliance Assessment of \$150.00.

3. If the violation/non-compliance is still not corrected after the hearing, The Board of Directors will make a decision as to what action is to be taken in order to gain compliance, and will notify said owner within fifteen (15) business days of the date of the hearing. This notice will advise the homeowner of the action taken and that failure to comply within a given number of days, to be established at the discretion of the Board, will result in a subsequent non-compliance assessment in the amount of \$300.00.

4. At any time during this procedure the Board of Directors may determine that it is in the best interest of the Association to expedite enforcement action and may choose to take legal action or to cause the violation to be corrected at its expense and assess the account of the owner for reimbursement for said correction.

If no compliance is gained, the Board of Directors may seek legal action against the owner.

Exhibit A

Driveway Locations

1	Echo Run
3	Echo Run
5	Echo Run
7	Echo Run
9	Echo Run
25	Echo Run
27	Echo Run
29	Echo Run
31	Echo Run
33	Echo Run
35	Echo Run
37	Echo Run
39	Echo Run
41	Echo Run
8	Havenwood
10	Havenwood
12	Havenwood
14	Havenwood
16	Havenwood
18	Havenwood
20	Havenwood
22	Havenwood
24	Havenwood
27	Havenwood
29	Havenwood
31	Havenwood
33	Havenwood
35	Havenwood
37	Havenwood

1	Heathergreen
3	Heathergreen
5	Heathergreen
7	Heathergreen
9	Heathergreen
11	Heathergreen
13	Heathergreen
15	Heathergreen
17	Heathergreen
19	Heathergreen
21	Heathergreen
23	Heathergreen
32	Heathergreen
33	Heathergreen
34	Heathergreen
35	Heathergreen
36	Heathergreen
37	Heathergreen
38	Heathergreen
39	Heathergreen
40	Heathergreen
41	Heathergreen
42	Heathergreen
9	Marigold
10	Marigold
11	Marigold
12	Marigold
15	Marigold
17	Marigold
19	Marigold
21	Marigold
23	Marigold
25	Marigold

1	Misty Run
3	Misty Run
5	Misty Run
7	Misty Run
9	Misty Run
11	Misty Run
13	Misty Run
52	Rockwood
54	Rockwood
56	Rockwood
58	Rockwood
60	Rockwood
62	Rockwood
64	Rockwood
66	Rockwood
7	Summerstone
9	Summerstone
11	Summerstone
15	Summerstone
17	Summerstone
50	Weepingwood
52	Weepingwood
54	Weepingwood
56	Weepingwood
58	Weepingwood
60	Weepingwood
62	Weepingwood
64	Weepingwood
66	Weepingwood
103	Weepingwood

Exhibit B

31 Heathergreen	8 Marigold
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