

DECEMBER 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 Weepingwood area has begun and will continue until the end of January. If you have not had your home painted yet, please keep an eye out for the notice from the painters. They will give 1 week notice to remove all items from the exterior of your unit. If you have not had your home painted, please be mindful when installing holiday lighting. This will need to be removed for the painting of your home. Please contact Professional Services should you wish to have your patio cover painted at the same time as the wood trim or wish to receive an update on when your home will be painted by calling (949)635-6700.

HOLIDAY DECORATIONS REMINDER

Holiday Lighting may be installed prior to Thanksgiving Day and must be removed by January 15, 2019. Per the Woodbridge Village Association code, holiday lighting may only be illuminated from Thanksgiving Day through January 14th.



OCTOBER AND NOVEMBER, 2018 BOARD MEETING HIGHLIGHTS

The Board of Directors met on October 18, 2018, November 7, 2018 and November 15, 2018 and made the following decisions.

- Approval of the September 20, 2018 and October 18, 2018 Board Meeting Minutes
- Acceptance of the August 31, 2018 and September 30, 2018 Financial Statements
- Landscape Replacement Approvals
- Community Painting Project was discussed
- Termite Interior Inspections were discussed
- Patrol Reports were discussed
- Delinquent Accounts Reviewed
- Investment CDs were discussed and reinvested
- Architectural Applications were discussed and approved
- Insurance Renewal was approved for Property, General Liability, Directors and Officers, Fidelity, Worker's Comp and Earthquake.
- 2019 Budget was approved with an increase to \$299.00 per unit per month.
- Light Fixture Guidelines were approved.

BOARD OF DIRECTORS:

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

NEXT BOARD MEETING:

**Thursday, December 20, 2018 and
January 17, 2019**

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 Salinas
Phone: 949-430-5802
Emergency After Hours: 949-833-2600
Fax: 949-337-3309
dsalinas@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

December 2018 REMINDERS

- Keystone Pacific offices will be closed November 22 and 23rd for Thanksgiving, and December 24th and December 25th for Christmas
- 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, December 20, 2018 and January 17, 2019- 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!



JANUARY ASSESSMENT INCREASE

Please be aware that assessments are due to increase January 1, 2019 from \$290.00 to \$299.00 per month. This is a 3% increase due to labor costs, material costs, and minimum wage increasing. Please review your budget packet mailed November 15th for more information regarding the Association's budget and overall financial state. If you have any questions on how to read the budget, or other documents included as part of the Annual Notice, please contact Management. Each year, the Board completes a thorough review of all financials and contracts and makes necessary adjustments to keep the Association financially successful.



CHRISTMAS TREE RECYCLING REMINDER

Waste Management will collect and recycle Christmas trees for three weeks after Christmas on your regular collection day. Trees taller than 4 feet must be cut in half and all decorations (tinsel, lights, ornaments and tree stands) must be removed. Place the tree curbside. Flocked trees will be collected, but cannot be recycled. Trees can also be recycled at:

Sunset Environmental – 16122 Construction Circle West, Irvine, between 7am and 2pm.

RENTING OUT YOUR UNIT?

While many Owners in the Woodbridge Parkway community are renting out their Units, the Board would like to remind Owners that they are ultimately responsible for the actions of their tenants. Article XIX, Section 16 of the Association's CC&Rs requires that any lease or rental agreement provide (1) that the lease is subject to the Association's governing documents and (2) that a failure to comply with these documents is considered a default under the lease. If a tenant violates the Association's rules, the landlord is ultimately responsible for the violation including any fines imposed by the Board at a hearing. In light of this, the Board would like to encourage landlords to include in their lease agreement, that the landlord has the right to charge their tenant for any monetary fines imposed for violations by the tenant. Finally, all leases must be for a period of 30 days or more – Airbnb or similar rentals are not allowed. Please contact management with any questions.