

**AUGUST 2020**

# GREEN GLEN NEIGHBORHOOD ASSOCIATION

[www.GreenGlenHOA.org](http://www.GreenGlenHOA.org)

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



## COMMUNITY INFORMATION

### COVID-19 UPDATE

We hope all of you and your families are well. During this COVID-19 pandemic crisis, Green Glen Neighborhood Association, Keystone Property Management, and vendors are following all Federal, State, and Local directives.

Management will update as the COVID-19 crisis plays out. If there are any questions, please feel free to contact us. Thank you for your cooperation and stay safe and healthy.

### PARKING

As a reminder, the following are the current parking restrictions at this time. The Board will review the status of the state re-opening and/or further reinstated restrictions and make adjustments accordingly, as needed.

1. On street parking is still relaxed. However, double parking and inverted parking will result in a citation and tow for blocking ingress/egress on private streets.
2. Do not store your vehicle for over 96 hours in the same spot! Please remember to move your vehicle every few days. Vehicles left in the same spot on the street for excessive periods of over a week without movement will be reported to OC Patrol and if necessary towed for non-compliance.
3. Guest parking spaces, will now once again be for guests only. Courtesy Patrol Specialists will be checking for safe listing on vehicles to ensure residents are not parking in guest spaces.
4. Courtyards/garage areas are classified as fire lanes and parking is prohibited except for loading/unloading. Vehicles are subject to immediate tow when parked in fire lanes.

Please be courteous to your fellow neighbor. Do not store your vehicles for more than 96 hours without moving it, and make sure to leave enough space in front and in back for other vehicles to ingress and egress without over compensating from spots, especially on the street.

### ADOPTED EMERGENCY COVID-19 POOL USE POLICY

The Board and management are asking all residents to strictly adhere to the ADOPTED EMERGENCY COVID-19 POOL USE POLICY. We have received reports that residents are bringing in non-resident swim instructors, students and guests and taking over the pool. This is prohibited. Failure to adhere to the posted signage may result in the closure of the pool. Thank you!

#### BOARD OF DIRECTORS:

President: Tony Crowell  
Vice-President: Vacant  
Treasurer: Ian MacKinnon  
Secretary: Will Bohensky  
Member-at-Large: Joe Rossi

Landscape Committee: Ian MacKinnon

#### IMPORTANT NUMBERS: ASSOCIATION MANAGER:

Timothy Maw  
Phone: 949-430-5845  
[tmaw@keystonepacific.com](mailto:tmaw@keystonepacific.com)

#### COMMON AREA ISSUES/ASSOCIATE MANAGER:

Stacy Van Blerck  
Phone: 949-570-1306  
[svanblerck@keystonepacific.com](mailto:svanblerck@keystonepacific.com)  
Emergency After Hours:  
949-833-2600

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

Phone: 949-833-2600  
[customercare@keystonepacific.com](mailto:customercare@keystonepacific.com)

#### POOL ENTRY:

949-508-0567 or 949-833-2600

#### ARCHITECTURAL APPLICATIONS

[architectural@keystonepacific.com](mailto:architectural@keystonepacific.com)

#### ONLINE PORTAL:

[www.kppmconnection.com](http://www.kppmconnection.com)  
for online access to your  
account

#### INSURANCE BROKER:

Greg Lerum Insurance  
[Jeannine@gregleruminsurance.com](mailto:Jeannine@gregleruminsurance.com)  
(949) 492-7331  
302 N El Camino Real, #118  
San Clemente, CA 92672

## AUGUST 2020 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 Tuesday of every month.

Trash Pick-Up Day - Every Friday  
Please remove trash cans from the common areas twelve (12) hours after pick-up.

Next Scheduled quarterly Board Meeting — Oct. 2020 / TBD  
Meetings will be held via virtual meeting pending continuing gathering restrictions. Agenda will be posted on the pool bulletin board at least 4 days in advance for regular meetings.

### 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>.

### IMPORTANT PHONE NUMBERS

- Irvine Police 949-724-7000 (non-emergency). 9-1-1 for emergencies
- Orange County Fire Authority 714-573-6000.
- Irvine Animal Services: 949-724-7092. Bobcat/Coyote sightings.

### ASSOCIATION POLICIES

#### GARAGE USE AND PARKING REMINDERS - TOWING

As a reminder, please utilize your garage for its intended use of parking your vehicles. Parking on the street should be used for guests only or if you have more than two vehicles. Please park with the flow of traffic and do not park in front of your garage. Storing a vehicle in the community is against the *CC&Rs and Rules and Regulations of Green Glen Neighborhood Association*. If you have a vehicle that is inoperable, please store it in the garage. Vehicles stored for more than 96 hours on the streets are subject to immediate tow at the owners expense. Homeowners, please be sure your tenants adhere to the *CC&Rs and Rules and Regulations*.

#### SMOKING IN THE COMMUNITY

Please be mindful of your neighbors when smoking in the community. Some may have allergies or just a strong aversion to cigarette smoke. Also, if the smoke from a neighbor has become a concern, respectfully let them know, as they may be unaware of the situation.

#### GARAGE DOORS

Please remember the HOA rules state you must keep your garage door closed when you are not driving in or out.

#### COMMON AREA TRASH BINS

Unit Owners and Residents are reminded to be courteous when using the common area trash bins. Recent inspections have revealed that the common area trash bins provided for your convenience have been stuffed to overflowing, and with some unauthorized bulk materials. The Board has requested additional service bids and additional trash can bids. However, Personal Touch is currently contracted to service the five (5) common area trash bins as follows...

WINTER MONTHS (October—April) Mon., Wed., and Fri. on a weekly basis.

SUMMER MONTHS (May –September) Mon., Wed., Fri., Sat., and Sun. on a weekly basis.