

JANUARY 2015

# PORTOLA SPRINGS COMMUNITY ASSOCIATION

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

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



## THANK YOU TO THE ACTIVITIES COMMITTEE

We would like to take this opportunity to thank the volunteers that serve on the activities committee. Without them, none of the community events would happen. Thank you so much for giving your time to your community and planning such wonderful events.

## BE A RESPONSIBLE PET OWNER

- Problems associated with animals, including noise disturbances and defecation must be directed to Animal Control at (949) 724-7740.
- No animals, including dogs, cats, birds and other domesticated animals, are permitted in any pool area or common facilities at any time.
- Please refrain from placing used doggie bags into the planters. There are trash receptacles throughout the community to dispose of these items.

## HOLIDAY LIGHTING

The community was festively lit through the holiday season. Please remove all holiday lighting and decorations by January 15, 2015.

## CHRISTMAS TREE DISPOSAL

Waste Management will remove your Christmas tree if you visit [www.wm.com](http://www.wm.com) and schedule the pick up. In preparation of the pick up, remove the tree stand and remove all decorations.

## PARKING REMINDERS

- Please park 2 vehicles in your garage before parking in your driveway or on the street. If the streets are not clear on street sweeping days, the cleaning is ineffective.
- Please do not parking in alleys or fire lanes behind your home.
- When parking on the street, please do not park on street corners causing your vehicle to stick out into traffic.
- Parking within 15 feet of a fire hydrant could result in a citation and/or having your car towed, in accordance with California Vehicle Code §22651(e).
- Observe the posted speed limit and all traffic laws including stop signs.

### BOARD OF DIRECTORS:

**President:** Wendy Fox  
**Vice-President/Treasurer:** Janet Stimson  
**Secretary:** Indu Terrell

### NEXT BOARD MEETING:

**Thursday, February 12, 2015**  
4:00 p.m. at Lomas Valley Clubhouse  
95 Ranchland, Irvine, CA 92618

*The final agenda will be posted on the community website. You may also obtain a copy of the agenda by contacting management at 949-838-3245.*

### ASSOCIATION MANAGER:

**Kara Gonzalez, CCAM**  
Phone: 949-838-3245  
Fax: 949-833-0919  
[kgonzalez@keystonepacific.com](mailto:kgonzalez@keystonepacific.com)  
**Emergency After Hours: 949-833-2600**

### COMMON AREA ISSUES, POOL KEYS & CLUBHOUSE RESERVATIONS:

**Megan O'Grady**  
[mogrady@keystonepacific.com](mailto:mogrady@keystonepacific.com)  
Phone: 949-838-3201

### PATROL SERVICE:

**Elite Enforcement Security Solutions**  
Phone: 714-801-4385

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

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

### ARCHITECTURAL DESK:

Phone: 949-838-3239  
[architectural@keystonepacific.com](mailto:architectural@keystonepacific.com)

Log onto [www.portolasprings.org](http://www.portolasprings.org) to submit work a request or address change; Get the latest community news & updates; Obtain minutes, newsletters, policies, forms; Access your account online; Pay your HOA bill online; Find out about upcoming community events, and more! Should you have problem logging onto the community website, please call Customer Service at 949-833-2600.

# JANUARY 2015 REMINDERS

- Keystone Pacific Closed in Observance of the New Year - Thursday, January 1st and Friday, January 2nd.

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 & 3rd Fridays by City of Irvine
- Trash Pick-Up Day - Wednesday  
Please remove trash cans from the common areas within 12 hours of service. This is a requirement of the CC&R's.
- Thursday, February 12, 2015 - Board Meeting @ 4:00 p.m.  
Location: Lomas Valley Clubhouse  
95 Ranchland, Irvine, CA 92618

## SIGN UP FOR COMMUNITY E-NEWS

Sign up to receive news and updates pertaining to our community association via email. To sign up, please register from the "Account Notifications" page once you have logged into The KPPM Connection at [www.kppmconnection.com](http://www.kppmconnection.com).

## 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](mailto:customer care@keystonepacific.com) to request an ACH application.

## CLUBHOUSE RESERVATIONS

Download the reservation packet and get many of your questions answered about clubhouse reservations at [www.portolasprings.org](http://www.portolasprings.org). A security deposit, rental fee and insurance endorsement are required at least 15 days in advance of your event. No amplified music is allowed (no pro DJ or band gear). Clubhouse reservations are permitted from 10 a.m. – 11:59 p.m. daily. Please call Megan at (949) 838-3201 or email [mogradym@keystonepacific.com](mailto:mogradym@keystonepacific.com) to check availability, save a date and obtain more information.

## DID YOU KNOW...?

- If you sell your home, you are responsible to ensure your buyer receives your common area key fobs.
- If you are a resale owner, you are responsible to ensure your "inherited" key fobs are re-registered under the new household name.
- Failure to pay the monthly assessment can result in your key fobs being deactivated until your account is paid current.

## VISIT [www.portolasprings.org](http://www.portolasprings.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 Care at 949-833-2600.

## SUB-ASSOCIATION INFORMATION:

### **Bougainvillea, By KB Home Los Arboles, By Taylor Morrison**

Management Representative:  
Crummack-Huseby, Inc.  
1 Spectrum Pointe, Suite 320  
Irvine, CA 92630  
(949) 367-9430

### **Decada, By California Pacific Homes Primrose at Decada, By KB Home**

Management Representative:  
Accell Property Management  
23046 Avenida de la Carlotta, Suite 700  
Laguna Hills, CA 92653  
(949) 581-4988

### **Sendero, By John Laing Homes**

Management Representative:  
Powerstone Property Management  
16470 Bake Parkway  
Irvine, CA 92618  
(949) 716-3998

### **Vientos, By California Pacific Homes**

### **Primrose at Vientos, By KB Home Luna, By California Pacific Homes**

Management Representative:  
BHE Management Corporation  
P.O. Box 7736  
Laguna Niguel, CA 92607  
(949) 363-1963

### **Agave, By William Lyon Homes**

**Colibri, By Ryland Homes  
Manzanita, By Richmond American Homes  
Paloma, By Brookfield Homes  
San Carlos & Agave, By William Lyon Homes  
Casero, By Standard Pacific  
Ironwood, By KB Home  
Sevilla, By Van Daele  
Willow, By KB Homes  
Cariz, By Tri Pointe Homes**

Management Representative:  
Keystone Pacific Property Management  
16845 Von Karman, Suite 200  
Irvine, CA 92606  
(949) 833-2600

**Las Colinas, Las Ventanas, Serra, Quintera,  
Sage and Garden Hill** are not sub associations.  
All communication should be sent to Keystone Pacific Property Management.

