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March 28, 2025

To: Portola Springs Community Association Owners

Re: Proposed Revisions/Changes to Association Rules and Regulations

Dear Community Members:

In accordance with California *Civil Code* Section 4360(a), the Board of Directors hereby provides you with a minimum of twenty-eight (28) days' notice of proposed changes to the Portola Springs Community Association Rules and Regulations. The purpose of this notice is to offer Members an opportunity to provide comments and opinions on the proposed changes. The text of the proposed changes to the Rules and Regulations is provided below for your review. Proposed deletions are noted as strikethroughs, and proposed additions are marked as underlined.

RULES AND REGULATIONS

The first proposed change is to restrict competitive swim instruction or coaching in the Association's common area swimming facilities and only allow for life/safety swim lessons.

Proposed Change #1: Rules and Regulations, Pool/Spa/Wader Rules, Section 8.14

- **Rules and Regulations, 8.14** - If a ~~m~~Member or resident wishes to engage the services of a swim instructor for life/safety swim lessons ~~or coaching~~, they shall contact management to obtain an agreement form. The form must be completed and accepted by the Association, prior to the swim instructor providing any services utilizing Association property. Anyone attempting to provide any such services on Association property, without having previously completed the agreement, will be required to immediately cease such activities and leave the recreation center area. Life/safety swim Lessons ~~coaching~~ may be given only to a ~~m~~Member or resident of the Association, and the ~~m~~Member resident shall be responsible for any and all injuries, or damage that may result from taking the lessons, and shall indemnify the Association for any liability that may result. Competitive swim coaching is prohibited except for programs approved by the Board of Directors.

The second proposed change is to restrict private sports instruction/coaching within the Association's sports facilities, particularly, within the Association's tennis and pickleball courts.

Proposed Change #2: Rules and Regulations, Tennis and Pickleball Court Rules, Section 10.16

- **Rules and Regulation, 10.16** - ~~If a member wishes to engage the services of a sports instructor for lessons or coaching, they shall contact management to obtain an agreement form. The form must be completed and accepted by the Association, prior to the sports instructor providing any services utilizing Association property. Anyone attempting to provide any such services on Association property, without having previously completed the agreement, will be required to immediately cease such activities and leave the recreation center area. Lessons/coaching may~~



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~~be given only to a member of the Association, and the member shall be responsible for any and all injuries, or damage that may result from taking the lessons, and shall indemnify the Association for any liability that may result. Private instruction/coaching is prohibited on the Community's sport facilities except for programs approved by the Board of Directors.~~

The third proposed change is to restrict private sports instruction/coaching within the Association's sports facilities, particularly, within the Association's parks and basketball courts/facilities.

Proposed Change #3: Rules and Regulations, Park and Basketball Court Rules, Section 11.10

~~**Rules and Regulations, 11.10** - If a member wishes to engage the services of a sports instructor for lessons or coaching, they shall contact management to obtain an agreement form. The form must be completed and accepted by the Association, prior to the sports instructor providing any services utilizing Association property. Anyone attempting to provide any such services on Association property, without having previously completed the agreement, will be required to immediately cease such activities and leave the recreation center area. Lessons/coaching may be given only to a member of the Association, and the member shall be responsible for any and all injuries, or damage that may result from taking the lessons, and shall indemnify the Association for any liability that may result. Private instruction/coaching is prohibited on the Community's sport facilities except for programs approved by the Board of Directors.~~

The purpose and effect of the above proposed changes are to eliminate commercial use of the Association's common facilities and focus the Association's limited resources towards use by Members and/or residents of the Community. The Association has experienced a significantly increased level of complaints from Association residents that their casual use of the Association's facilities, e.g., the pool and court facilities, have been disrupted by what appears to be commercial lessons being taught or given, and in some cases, also being given to those who do not reside within the Association's Community. These proposed changes to the Association's Rules and Regulations are intended to minimize commercial usage in the Association's pool and/or recreational or sports facilities and to provide environments that encourage membership use of such facilities.

All Association Members are welcome to provide their comments to the Board before these proposed changes to the Association Rules and Regulations are formally adopted. Members may do so by writing to the Portola Springs Community Association c/o Keystone, 240 Commerce, Suite 200, Irvine CA 92602, or by attending the Board of Directors meeting to be held via Zoom.us, on May 1, 2025, at 4:00p.m. You may attend virtually by using the login information noted below:

Zoom.us

Meeting ID: 821 1452 1575

Meeting Passcode: 820358



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You may also submit your comments via email to the Association's Community Manager, Ellis Calvillo, at ecalvillo@keystonepacific.com. All comments must be delivered prior to April 25, 2025, in order to be considered. Alternatively, if you attend the Board Meeting and provide your comments during the meeting, your comments will be considered by the Board of Directors prior to it making a decision on the proposed changes.

Sincerely,

Your Board of Directors
Portola Springs Community Association