

February 2020

# WOODBURY EAST

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

## COMMUNITY EVENTS!

Please save the date for an Adults Only Wine and Paint Night Event

Saturday, February 8, 2020!  
Palm Club Clubhouse  
30 Crosspointe, Irvine, CA



## BOARD MEETING ATTENDANCE

Board Meetings are held every other month at the Palm Club Clubhouse on the 3rd Tuesday. Currently, the Board Meetings are lightly attended, please consider attending the Board Meetings so you are aware of the current issues and approved items in the Community!

## IMPORTANT INFORMATION REGARDING SUB-ASSOCIATIONS

It can be very confusing to know who to contact for what, when you live in a Master Association and a Sub-Association. Woodbury East is a Master Association which has three (3) Sub-Associations. If you live in an attached condo, it is likely that you are a member of one of the Sub-Associations. Please use the following guidelines to assist with knowing who to contact for what:

Woodbury East maintains common area parks, recreational facilities, the landscaping in parkways, and some streets. Also, if you live in a detached condo, the Master Association will maintain the landscaping directly in front of your unit.

If you live in an attached condominium, the Sub-Association is responsible for the exterior of your building and landscaping directly adjacent to your buildings.

For detached condos, the homeowner's are responsible for the maintenance of the exterior of your building.

## NEW TENNIS COURT RESERVATION SYSTEM

Tennis Court Reservations are now completed through the Community's website, [www.WoodburyEastHOA.org/tennis-court-reservation](http://www.WoodburyEastHOA.org/tennis-court-reservation). Once logged onto the website, use the password WoodburyEast1 to make a reservation. Reservations can be made in 30 minute or 1 hour increments and two reservations can be made for a combined 90 minute session.

Please contact Management with any questions regarding the reservation system.

## FIREPLACE AREA USE

The fireplace area is for the exclusive use of the owner renting the clubhouse. Should you wish to have a party in the common areas without making a clubhouse reservation, please contact Management within 72 hours of the day you wish to use the area. If the clubhouse is being rented for a party, they will have first priority to use the fireplace area.

## BOARD OF DIRECTORS:

**President:** Sheri Reynolds  
**Vice-President:** Dawn Hayes  
**Treasurer:** Richard Horn

## NEXT BOARD MEETING:

**Tuesday, March 17, 2020**  
5:30 PM @ Palm Club Clubhouse  
30 Crosspointe  
Irvine, CA 92618

*The final agenda will be posted at the Clubhouse. 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) 377.3309  
[dsalinas@keystonepacific.com](mailto:dsalinas@keystonepacific.com)

### COMMON AREA ISSUES:

**Claire Fullerton**  
Phone: (949) 508.0569  
[cfullerton@keystonepacific.com](mailto:cfullerton@keystonepacific.com)

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

Phone: (949) 833.2600  
[customercare@keystonepacific.com](mailto:customercare@keystonepacific.com)

### ARCHITECTURAL DESK:

Submit Architectural Applications to:  
Phone: (949) 838.3239  
[architectural@keystonepacific.com](mailto:architectural@keystonepacific.com)

### INSURANCE BROKER:

Roy Palacios Insurance Agency  
26081 Merit Circle, Ste 100  
Laguna Hills, CA 91653  
Phone: 949-582-0964

### CLUBHOUSE RESERVATIONS:

Contact Claire Fullerton (see above)  
Rental Fee is \$200.00, Deposit is \$500.00

### POOL KEYS:

Keyfobs are \$25.00 and can be purchased by contacting Management

### PATROL INFO:

Securitas (714) 936.6098

Managed by Keystone  
16775 Von Karman Ave., Suite 100  
Irvine, CA 92606

## FEBRUARY 2020 REMINDERS

- Keystone is Closed in Observance of President's Day—Monday, February 17, 2020
- 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.
- Trash Pick-Up Day - Tuesday  
Please remove trash cans from the common areas after this day.
- Tuesday, March 17, 2020 - Board Meeting @ 5:30 PM  
Location: Palm Club Clubhouse  
30 Crosspointe, Irvine, CA 92618

### Holiday Trash Schedule— Pickup Delayed

Please remember to not place your trash cans on the curb until the day before trash pickup. Regular Trash Day is Tuesday. Pickup is delayed due to the following holidays.

New Year's Day—No change for 2020  
Memorial Day—Trash Day is Wednesday, May 27, 2020  
Independence Day—No change for 2020  
Labor Day—Trash Day is Wednesday, September 9, 2020  
Thanksgiving Day—No change for 2020  
Christmas Day—No change for 2020



### OVERNIGHT PARKING IN LOT

Parking is not permitted overnight in the Palm Club Parking Lot. Unauthorized vehicles will be subject to tow. If you notice any unauthorized vehicles, please contact Security Patrol, information in right column on page 1.

### KPPM CONNECTION

Please visit the website, [www.kppmconnection.com](http://www.kppmconnection.com), to view your account online, sign up for autopay, review any open architectural applications, and review any open CCR violations.

### 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](http://www.kppmconnection.com), then select the *Change Notification Settings* under *My Profile*. From there, select the *Community Association Updates* checkbox and press Save.

### COMMUNITY ADVISORY

Pets must be kept on a leash at all times when in the common areas of the Community.

As a courtesy to all resident's in the Community, Doggy Bag Stations are provided throughout. Please be a responsible owner and pick up after your pet.

Although the Association has provided doggy waste bags and doggy drinking fountains, the parks are not enclosed and are not for the sole purpose of dogs. Please be a mindful owner and share the park with kids and others.

### FIRE LANE PARKING

All areas marked with red curbs, or that are designated as fire lanes by signs, including all garage alleys, are fire lanes and vehicles are prohibited from parking in these areas. Woodbury East will begin to enforce the fire lanes and will tow any vehicles parked in designated fire lanes without warning. Please utilize garages and designated parking areas for the parking of all vehicles.

If you see a vehicle parked in the fire lane or alley, please contact Patrol to alert them of the violation.