



# WESTPARK

PASEO WESTPARK  
MAINTENANCE ASSOCIATION

## NEWSLETTER

**MAY 2022**

### POOL AREA REPAIRS

The Board contracted with a pool engineer to review the Santa Clara and Santa Cruz pools in October 2021. The engineer concluded that the pools are structurally sound, with the majority of issues primarily being cosmetic. The engineer recommended that the mastic in the pool areas be replaced in order to help preserve the concrete components surrounding the pool area, which was completed in April 2022.

The Board plans to address all of the remaining components as part of a large renovation project, which could involve replastering the pools, replacing the waterline tile and drain covers, and/or replacing the pool deck. This would require that the pool areas be closed for a few months, which hopefully can be done over the winter when the pools are not being used as much. One pool area could be done at a time to ensure residents have access to a pool while work is being done.

The Board has reviewed several proposals at recent meetings to complete this work, and the lowest cost to complete the project received thus far is \$755,000.00. The reserves for the entire common area currently total \$1,876,000.00, meaning that this project would cost about 40% of the reserve funding. There has been an unprecedented demand for pool construction during the lockdown, which has driven up the quotes for this type of work, and the increase in costs for materials and labor. The Board will be monitoring the situation closely with the anticipation that pricing will come down and things will normalize. Residents will be notified when the Board plans to undertake this project.



### COMMUNITY MANAGER

Rhonda Hart,  
Regional Manager  
[rhart@actionlife.com](mailto:rhart@actionlife.com)

949.450.0202

### BOARD OF DIRECTORS

Board President:  
Kunal Mittal

Secretary/Treasurer:  
Monica Jeter

Director-at- Large:  
Stephen Palm

### MEETING SCHEDULE:

The next Board of Directors meetings open to the members will be held at 6:30 P.M. at the Santa Rosa Apartments recreation room at 500 Cardiff in Irvine on:

Monday, May 23, 2022

Monday, July 25 2022

### ASSOCIATION WEBSITE

[paseowestpark.org](http://paseowestpark.org)

## INSURANCE RENEWAL

The Master Association's insurance coverage for the common areas renewed on May 1, 2022. The Board of Directors obtained competitive proposals for the renewal to confirm the Association is getting the best coverage for the best price. The Association's current coverage is with Farmers Insurance, which is considered the "gold standard" for homeowners' association insurance, as they have an excellent record of claims processing and understands the nuances of common interest developments. Farmers' pricing was by far the best for the amount of coverage it offers and the policies renewed with Farmers on May 1<sup>st</sup>. The insurance certificate for the renewal can be located on the [Resident Portal](#).

## TENNIS COURT RESERVATIONS

Enclosed with this newsletter is information regarding the new tennis court reservation system. Please review the information carefully and make sure to register your tenants (if applicable) with the Association so that they set up a Resident Portal account in order to make reservations. All owners currently have the ability to make tennis court reservations on the Resident Portal.

Residents with reservations will have priority for use of the tennis courts.

## GO GREEN—SIGN UP FOR EMAIL DELIVERY!

Did you know you can sign up to have important Association documents sent to you via email rather than mail? If you would like to take advantage of this option, please sign into the Resident Portal at [resident.actionlife.com](https://resident.actionlife.com) and follow the following steps:

- Click on the yellow pencil icon next to "Consent For Email Distribution" listed under "Property Information" on the dashboard.
- Click "Yes" on the pop-up regarding Email Consent to consent to email delivery of all documents that the Association regularly publishes as specified in the California Civil Code.

(continued)

## SUBMIT A COMMON AREA WORK REQUEST

Below are the ways you can report a maintenance issue in the Master Association's common areas:

- By calling or emailing Action's Community Care Department  
949-450-0202  
[communitycare@actionlife.com](mailto:communitycare@actionlife.com)
- In the Resident Portal, select Work Orders, create a new work order and fill in the requested information
- By using the "Email my Manager" feature of the community website and the Resident Portal
- By using the new "Live Chat" feature on the Resident Portal during business hours

### RESIDENT PORTAL:

[resident.actionlife.com](https://resident.actionlife.com)

### ASSOCIATION WEBSITE:

[paseowestpark.org](https://paseowestpark.org)

## GENERAL NOTICE POSTING LOCATION

Civil Code 4045(a)(5) went into effect on January 1, 2022, which allows “general notice” to be provided via an association’s website. Prior to this, notices had to be a printed document that was posted in a prominent location that is accessible to all members, which were the bulletin boards at the common areas.

Going forward, the Association will be posting notices, including meeting agendas/notices, notice of proposed rule changes and adopted rule changes, and other notices that require general notice to the members on the Association’s website:

[paseowestpark.org](http://paseowestpark.org).

The Board of Directors believes this will provide much easier access to these notices for the homeowners and provide greater transparency.

As a reminder, important Association documents such as the CC&Rs, Rules and Regulations, audit, budget and insurance information can be found on the [Resident Portal](#).

## EMAIL DELIVERY

You can also sign up to receive e-statements rather than receiving paper statements each month in the mail on the Resident Portal. To sign up for e-statements:

- On the Resident Portal Dashboard, click on the green button next to “You are not signed up for e-statements” that says “Sign Up Today!”
- Verify your email address and click “Subscribe”

Thank you to contributing to the Association’s efforts to reduce paper and the associated postage and mailing costs!

## LANDSCAPE UPDATE

Brightview Landscape has completed all of the spring tree trimming as of April. The next round of trimming will be done in the winter months.

Brightview has also completed the communitywide irrigation project, which addressed the deferred maintenance on the Association’s aging irrigation system and upgraded the water management system. These repairs will help to ensure that the Association conserves as much water as possible, which will help to offset the sharp increase in water costs during these extreme drought conditions.

The grass areas have been fertilized, which will help to address any bare or brown spots. The grass and other plantings are coming out of dormancy from the winter and new growth can be seen all around the community.

Weeds are a constant issue during these months, as the spring brings rains and then subsequent sunshine, which facilitates rapid weed growth. Brightview sprayed all the weeds on Culver, Irvine Center Drive, and Paseo Westpark in April, which they anticipate will contain about 95% of the weeds. The weeds will be addressed on an ongoing basis during the weekly landscape maintenance rotation.

Brightview’s weekly landscape maintenance rotation map can be viewed on the Association’s website in the [Documents](#) section. Residents are welcome to view the map to determine where in the community the landscape team will be working in a particular week during their 8 week rotation.

## PROPERTY MAINTENANCE REMINDERS

This is an excellent time of year to do some “spring cleaning” and start planning for necessary maintenance at your property. It has been observed on recent inspections that there is a lot of stucco that has become dirty from the wind and rain that could be easily resolved with some power washing. Paint becomes faded over time, so if it has been over 10 years since your home was last painted, it may be a good time to consider repainting, which will not only improve the appearance of the home, but help to protect and preserve the life of the substrates underneath.

Many of the trees are starting to regrow their foliage, so it is a great time to do any necessary trimming, remove any dead plant material (such as palm fronds), and trim back any vegetation from encroaching onto your neighbors' properties.

Lastly, please remember to retrieve your trash cans promptly after collection and store them out of view.

Your efforts help to preserve the beauty of the Paseo Westpark community and enhance property values for all homeowners!

## FEE WAIVER REQUESTS

When the monthly assessments become delinquent, the Association's management company will assess the fees outlined in the [Assessment Collection Policy](#) to the delinquent owner's account. This can include late fees, interest, pre-lien and vesting fees, lien fees, and attorney package preparation fees. Please be advised that almost of all the fees are **hard costs** to the Association, meaning that the Association pays these fees to the management company and then bills back the owner for the costs they incurred. The Board of Directors will not consider the waiver of any of these fees unless there was an error made by the Association. Waiving the fees would mean that all of the members are paying for the delinquent owners' fees, which is a financial burden to the Association and not fair to the members that are paying their assessments on time.

Billing statements are sent every month to all owners as a courtesy. Failure to receive a statement is not an excuse not to pay your assessments, as that obligation is prescribed in the CC&Rs. The Association will notify owners of any changes in assessment amounts and if there is any change in management company or payment address via 1<sup>st</sup> class mail, so please make sure that you are reviewing your mail from the Association.

In order to make sure your assessment payments are made on time, please make sure your mailing address is correct. You can update your mailing address online on the [Resident Portal](#). You can also manage your payments and set up automatic payments on the Portal, which is highly recommended to ensure timely payments each month. This service is free of charge. This is preferred over setting up automatic payments with your financial institution, as the assessment amounts will automatically be adjusted when there are any changes to the assessments, whereas you would need to contact your bank in order to update the assessment amount if it was set up through your financial institution.

If you are unable to pay your assessments for any reason, please contact Action Property Management to discuss a payment plan. Being on an approved payment plan will prevent more collection fees from being assessed to your account.