

# Corniche Sur Mer Homeowners Association

May 2020



## Board of Directors

### President

Robert Lippert

### Vice President

Al Kaiser

### Treasurer

Dellita Kobold

### Secretary

Billy Pine

### Member at Large

Barney Graves



## ACCOUNTING

Customer Care Department:

Phone: 949.900.1104

Progressiveaccounting  
@keystonepacific.com

## COMMUNITY ASSOCIATE

### Jennifer White

Architectural Processing, Common  
Landscape Maintenance Requests  
and Parking Safelist Requests.

Phone: 949.900.1133

jwhite@keystonepacific.com

### Community Manager Eli Perez, CMCA

Phone: 949.900.1134

eperez@keystonepacific.com

**AFTER HOURS  
EMERGENCY!!  
949.833.2600**



## Getting Ready to update the exterior of your home?

Before you make any major exterior changes or purchases regarding the exterior of your home, be sure you have received architectural approval from the Corniche Sur Mer Homeowners Association (CSM). This will help avoid receiving penalties up to \$10,000 for commencing construction without approval. There are specific guidelines in your CC&Rs to be in compliance with the Architectural CSM regulations to be in harmony with the surrounding structures. For example, the following are areas to consider before acting, but not limited to:

Air Conditioners need to be prior approved for sound abatement, new construction or renovations, exterior color or surface changes, gates, fences, new windows, patio covers, decks, or shades, pools or spas, water features, landscape installation and renovation, exterior lighting of trees. No exterior TVs are allowed.

Ready to paint? If so, visit the nearest Dunn Edwards store located at 32061 Camino Capistrano, San Juan Capistrano to view the current paint schemes in person or view online at [www.dunnedwards.com](http://www.dunnedwards.com), click on "Color Ark Pro" and fill out the location details to bring up Corniche as an option. Don't forget to use the 37% discount code (188524-000) upon purchase.

If you are making any changes to your exterior even if it is a repair, please contact Keystone Community Association Manager, Eli Perez, at 949-900-1134 or via email at [eperez@keystonepacific.com](mailto:eperez@keystonepacific.com) for the process to address your plans prior to getting started.

## Revised Lease Policy

The Corniche Sur Mer Homeowners Association Board of Directors commenced a review of the current lease policy and approved a revision at the April 23, 2020 meeting. The purpose is to improve the policy by reducing the amount of time an owner is required to submit information on their tenants, shorten the time on facilitating parking permits and safe listings to the incoming tenant while minimizing the impact to adjacent owners. As a result of the Board approving these revisions, a mandatory 28 day commentary period is in effect until **Thursday, May 28, 2020.**

The current policy requires an owner that leases out their unit to submit a copy of the new lease and standard Association form within 10 days following execution of the agreement by both parties. **The revised policy would now require the member to submit a copy of the lease and form within 48 hours before a tenant moves into the dwelling.**

If you wish to provide a comment for the Board of Directors to review prior to adoption of the proposed revised lease rule, please send an email to the community manager at [eperez@keystonepacific.com](mailto:eperez@keystonepacific.com) or you may mail your comments to Corniche Sur Mer HOA c/o Keystone, 16775 Von Karman Avenue, Irvine, CA 92606. Please put it to the attention of Eli Perez. You may also attend the next meeting scheduled for **Thursday, May 28, 2020.** Please contact Eli Perez with your inquiry prior to the meeting.

## Corniche Master Gate Passes/Overnight Parking

The gate passes are for access to the community only! The gate pass does not provide for overnight parking. All overnight parking on our streets requires the vehicle to be safe listed or have an on-street parking permit. Email or call to request safe listing or a parking permit application through these contacts:

**Fallon Paquette is the Patrol One Permit Administrator and may be reached at 714-541-0999 or via email at [fallonpaquette@patrol-one.com](mailto:fallonpaquette@patrol-one.com)**

Safe listing may also be requested via the Patrol One website at [www.patrol-one.com](http://www.patrol-one.com). You will need to know your activation code before calling Patrol One. Please contact Keystone for your one-time activation code. The maximum number of safe listing days is 10 within a 60-day "rolling" time frame.

**If you experience any issues, please contact Jennifer White at 949-900-1133 or via email at [jwhite@keystonepacific.com](mailto:jwhite@keystonepacific.com).**

## **BOARD MEETING HIGHLIGHTS**

- ◆ The Board reviewed and approved the January 23, 2020 & February 27, 2020 meeting minutes.
- ◆ The Board accepted the January, February & March Financial reports as presented.
- ◆ The Board approved the annual legal retainer with Cane, Walker & Harkins, LLP.
- ◆ The Board ratified the renewal of the Association Insurance Policies.
- ◆ The Board approved beautiful landscaping additions to key areas within the community.
- ◆ The Board approved the services of Advanced Reserve Solutions to conduct a study of all reserve components and provide a comprehensive report to the Board on recommended funding.
- ◆ The Board approved areas within the community to be repainted by Pilot Painting such as the pony stucco walls across the street from 11-21 Cassis, the utility stucco walls on Cassis/Costa Del Sol & Cassis in between Santa Lucia/San Raphael and the retaining wall on Venezia/Ville Franche. Work to commence within a few weeks.

### **COVID-19**

The Corniche Sur Mer Homeowners Association Board of Directors hope everyone is staying safe and healthy during the COVID-19 crisis. Our thoughts are with anyone who's been impacted by the Coronavirus.

The stories of selfless healthcare workers is truly inspiring! Let's support these warriors on the front lines of the pandemic by following a few guidelines.

The CDC and other resources remind us that the best way to stay healthy and protect ourselves is to follow the recommended steps to prevent the spread of the illness:

- ◆ Stay at home when sick for at least 24 hours after you no longer have a fever or symptoms of fever without using fever-reducing medicines.
- ◆ Wash your hands often with soap and water for at least 20 seconds.
- ◆ Cover your coughs and sneezes with a tissue, and then dispose of the issue, wash hands immediately!
- ◆ Limit close contact with sick persons.
- ◆ Clean and disinfect frequently touched objects and surfaces using regular household cleaning spray and wipes.



## **2020 Meetings Scheduled**



Board meetings are now held on the **4th Thursday of each month** with Homeowner Forum beginning at **5:30 PM** and are held at the **Monarch Hills Condominium Clubhouse**. The remaining meeting dates for the year are: May 28th, June 25th, July 23rd, August 27th, September 24th & November 5th.

**\*Meeting agendas are posted at the Guardhouse bulletin boards 4 days before each meeting.**

## **Street Sweeping Schedule**

Our streets are swept on the 1st and 3rd Thursday of each month. To maximize the benefit of this service, we ask that you please keep vehicles off our streets on those days. We appreciate your cooperation.

## **Keystone Holiday Closures**

- Monday, May 25th for Memorial Day
- Friday, July 3rd for Independence Day
- Monday, September 7th for Labor Day

