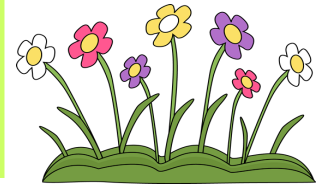




NORTHPARK OWNERS ASSOCIATION



Newsletter



Professionally Managed by:
Prime Association Services

2024 Board Meeting Schedule

February 12, 2024
May 13, 2024 * *Annual Meeting*
August 12, 2024
November 11, 2024

Join Zoom Meeting: <https://us02web.zoom.us/j/86787618877?pwd=WFNUcWRONCsrbmFKQXpSWGpLUTU1dz09>

Meeting ID: 878 3318 2431
Passcode: 122109

Only members of the Association may attend Board meetings. When logging in, please enter your complete name (for your display name) as it is reflected on the Community Membership List. When logging in via phone, please be prepared to provide your complete name to the meeting moderator. This will avoid delays in authenticating all participants.

To pay your monthly assessment or set up E-Statements, please visit our website:

<https://www.theprimeas.com>

Click **“Pay Your Bill”**

COMMUNITY WEBSITE

Please visit the official community website
Northpark-hoa.com

This Community website allows for homeowner access only. Tenants request for access will be denied.

FRIENDLY REMINDERS

- Keep its Lot free from rubbish, litter and noxious weeds,
- Trash containers may not be placed out for pick up earlier than 5:00 p.m. the night prior to the trash pickup day and must be removed from the street by 8:00 p.m. on the day of pick up.



- Holiday decorations, which **MUST** be removed within thirty (30) days following the holiday
- Basketball playing will be restricted to the hours of 9:00 a.m. through 9:00 p.m.
- Individual yard sales are only permitted on two (2) days per year.
- Please do not park on streets on street sweeping days

READ ALL ABOUT IT

What does Management do?

Your management company works closely with the Board of Directors to oversee the day-to-day operation of your Association. Management is the liaison between the Board of Directors and Community Members. Management works at the direction of the Board of Directors. Management guides the Board in understanding how to operate your mutual benefit nonprofit corporation and remain compliant with California Civil Code.

Examples of these responsibilities include preparation of the financial reports, board packets, issuance of work orders for common area items, annual operating budget preparation, guidance in enforcement of the Association's governing documents, etc.

In Case of Common Area Emergencies. For all Community maintenance calls, please contact us during normal business hours: 8:00 a.m.– 5:00 p.m. Examples of common area emergencies are: flooding, or trees falling onto a car or building, etc. Examples of NON-EMERGENCIES are dogs barking or noisy neighbors, etc.

ARCHITECTURAL PROCESS



All exterior, including rear-yard improvements require Architectural Committee approval prior to the commencement of any work. The processing fee for all applications is \$170.00 payable to NorthPark Community Owners Association. For a copy of the architectural application form and Architectural Guidelines, please contact management

After-Hours Emergencies:

If you have an after-hours *common area* emergency, please contact the answering service at (800) 706-7838 and your call will be dispatched to your community manager. For all life & safety emergencies, please call 911.



**ONTARIO POLICE
DEPARTMENT**
2500 S. Archibald Avenue
Ontario, CA
Emergency: 911
Dispatch: (909) 986-6711
Front Desk: (909) 395-2001

MANAGEMENT TEAM CONTACTS:

Louisiana Escalante, CCAM
Community Manager
LouisianaEscalante@theprimeas.com

Quintila Soto
Administrative Assistant
QuintilaSoto@theprimeas.com

Prime Association Services
3281 E. Guasti Avenue, Suite 200 Ontario,
CA 91761
Phone: (800) 706-7838 · Fax:(800) 706-
7858
www.theprimeas.com



COMMUNITY MAINTENANCE REMINDERS

Your community manager performs a monthly inspection of the community. Homeowner violations are noted and non-compliance letters are sent within a few business days of the inspection. Continued non-compliance will escalate on a monthly basis (per the Community's Violation & Fine Policy) from a Courtesy Notice, to Final Notice, to a Hearing Notice. A hearing is held with the Board of Directors and Management during closed session (aka Executive Session.) After the hearing is held, the Board may vote to impose fines to your homeowner account if you remain in violation of the Community Rules. Please contact management if you receive a non-compliance notice. Management is here to help and guide you through the compliance process so that you can avoid being assessed fines. You may submit a request to have any assessed fines reduced or waived only after the non-compliance matter has been cleared by the Community Manager or Board of Directors. Once in compliance, please send Management a Notice of Compliance Form with corresponding pictures. **Below are a few reminders:**

- ◆ **HOME IMPROVEMENTS** -You may not modify, alter, build or construct any Improvements to your Lot until you have submitted plans and specifications and obtained approval from the Design Review Committee or Board. You can contact the management team for a copy of the application.
- ◆ **TRASH CANS** - Please store trash cans behind the fence and out of view of street (this means no side yard storage, or driveway storage.) Trash cans are to be placed on the curb not to exceed 12 hours before and after pick-up.
- ◆ **HOMEOWNER MAINTENANCE** -The Owner of each Lot shall maintain such Owner's Lot, including the Improvements that are a part thereof, in a clean and attractive condition and in conformity with the Declaration and any Maintenance Guidelines. Below is a list of landscape maintenance tips:
 - ⇒ Weeds: Spray pre/post emergent monthly on landscaped areas to control weed growth. With the summer months here, weeds are already starting to sprout and becoming a nuisance in many planters.
 - ⇒ Tree Stakes: Staking a tree gives the root system an opportunity to establish itself in the soil and thereby provide the tree with a strong anchor. The stakes are not a permanent fixture, and should eventually be removed to the benefit of the tree. In general, the tree shouldn't need the support for more than six months to two years. In fact, stakes left too long can actually hinder development—trees need to sway freely in the wind in order to grow stronger trunks.
 - ⇒ Drip Irrigation: is great for water conservation; however, it is important to ensure it is functioning properly. Please be sure that drips lines are exposed from view at all times. Drip lines should be covered by the corresponding ground cover at all times. Don't forget to remove dead plant material from view!
 - ⇒ Replenish Mulch: this will help conserve water and keep moisture in the ground. Mulch also works for weed control and gives any planter/front yard a clean look. Ensure to cover all bare earth/dirt with mulch.
 - ⇒ Tree Suckers: You're probably thinking, "What is a tree sucker?" Essentially, a tree sucker is an effort by the tree to grow additional branches, especially if the tree is under stress. While you might be tempted to leave a tree sucker, remove them as quickly as possible. A tree sucker will sap the energy away from the healthier and more desirable branches on top.
 - ⇒ Ivy Vines: Remove any ivy that is growing on your stucco. Ivy can adhere to your stucco causing the stucco to pull away from your house (due to a plants moisture) which could result in expensive damage.
- ◆ **RENTAL OF LOT** - An Owner shall be entitled to rent the Owner's Lot for a term of not less than thirty (30) days. The Owner shall be responsible for all actions of the lessee and subject to the rental guidelines per the Community Handbook.
- ◆ **PARKING** - Please remember to park your vehicles in your garage. Also, refrain from parking vehicles in a manner in which they restrict pedestrian access on the sidewalk, this rule also applies to guests visiting the community. Please park stored vehicles in your garage and out of view. Motorhomes, R.V's Boats, Trailers are prohibited within the community unless concealed behind your fence or within in your garage.
- ◆ **ITEMS STORED** - No clothing, household fabrics, or other unsightly articles shall be hung, dried or aired in such a way as to be visible from any other Lots, and no lumber, grass, shrub or tree clippings or plant waste, metals, bulk material, scrap, refuse or trash shall be kept, stored or allowed to accumulate on any portion of the Project except within an enclosed structure or if appropriately screened from view.