

November 2021

# TURTLE ROCK GLEN

WEBSITE: [www.turtlerockglenhoa.org](http://www.turtlerockglenhoa.org)

## TURTLE ROCK GLEN COMMUNITY ASSOCIATION (TRGCA)

The Master Association consists of 334 properties: 142 Garden Homes, 50 Townhomes, and 142 single family Patio Homes. The TRGCA is governed by the CC&R'S and an elected Board of Directors. The Board consists of five members, one each from the Garden Homes, Townhomes, and Patio Homes, and two At-Large. All 334 properties pay a monthly fee to Keystone Pacific Property Management to enjoy the common areas: a pool, a spa, a wader pool, three tennis courts, two playgrounds, and a playing field.

The Garden Homes and Townhomes sub-associations each have their own maintenance associations and pay a separate monthly maintenance fee to Optimum Professional Property Management to cover landscape, roofs, building exteriors, and private streets.

### New Management Company:

Starting December 1, 2021, the Turtle Rock Glen Community Association will be managed by **Optimum Professional Property Management**. The Garden Homes and Townhomes, maintenance associations, are currently managed by **Optimum Professional Property Management**. All three associations will then be under the same umbrella.

Optimum will issue a letter to owners explaining the transition from Keystone to **Optimum Professional Property Management**, including instructions for payment of assessments for December 2021 and new contact information.

### Upcoming Annual Election:

On March 23, 2022 the Turtle Rock Glen Community Association will hold its Annual Election to choose three Directors, one each to represent the Garden Homes, Townhomes, and Patio Homes to serve a two-year term (2022-2024). In late October an "Application for Candidacy" will be available on the TRG website and by mail to all Members; the deadline will be November 30, 2021. Please make sure to follow the directions in the cover letter and mail or email your application to the new management company, **Optimum Professional Property Management**.

Managed by Keystone Pacific Property Management  
30211 Avenida De Las Banderas, Suite 120  
Rancho Santa Margarita CA, 92688



**President:** Kiran Dubhashi  
**Vice-President:** Sharon Cooper  
**Treasurer:** Scott Perley  
**Secretary:** Vacant  
**Member-at-Large:** Richard Haas

### NEXT BOARD MEETINGS GENERAL SESSION:

**Wednesday, October 27, 2021**  
**Wednesday, December 8, 2021**  
7:00 p.m. at Turtle Rock Community Center

*The final agenda will be posted in the bulletin board in the pool area. You may also obtain a copy of the agenda by contacting management at 949-403-7405.*

### IMPORTANT NUMBERS:

#### ASSOCIATION MANAGER

**Donna DePledge**  
Phone: 949-403-7405  
**Emergency After Hours:**  
**949-833-2600**  
Fax: 949-377-3309  
[ddepledge@keystonepacific.com](mailto:ddepledge@keystonepacific.com)

#### COMMON AREA ISSUES AND POOL KEY PURCHASES:

**Griffin Blan**  
Phone: 949-381-3670  
[gblan@keystonepacific.com](mailto:gblan@keystonepacific.com)

**BILLING QUESTIONS/ ADDRESS  
CHANGES/ WEBSITE LOGIN:** Phone:  
949-833-2600  
[customercare@keystonepacific.com](mailto:customercare@keystonepacific.com)

#### SUB/MASTER INFO:

Garden Homes and Townhomes are managed by:  
Optimum Professional Property Management 714-508-9070

**TURTLE ROCK GLEN COMMUNITY ASSOCIATION  
NOTICE OF NOMINATION PROCEDURE  
AND  
APPLICATION FOR CANDIDACY  
FOR THE BOARD OF DIRECTORS**

October 26, 2021

Dear Homeowner:

The Annual Election of three Board members, one each to represent the Garden Homes, the Townhomes, and the Patio Homes, will be held on March 23, 2022. Any member of the association (Garden Homes, Townhomes, or Patio Homes) may run for their respective seats. The Board of Directors consists of five Directors who must be Association Members, and only one Member of a household may serve on the Board at the same time. Directors are elected on a staggered basis to a two-year term. In 2023, an election will be held to elect two at-large members.

Association Members are entitled to nominate themselves to serve on the Board by submitting the enclosed Application for Candidacy, provided it is received at **OPTIMUM PROFESSIONAL PROPERTY MANAGEMENT** at the Irvine office address displayed below, by 5:00 PM on **November 30, 2021**. Nominations (including self-nominations) to be elected to the Board may also be made from the floor of the meeting at which Directors are to be elected; provided, however, only those who give their consent to be nominated may be nominated. "Write-in" candidates on the secret ballot are permitted, provided the "write-in" candidate gives his or her consent in writing to be nominated, or is present at the meeting to accept a nomination. Nominations may also be made by an Election Committee as described by in Article V of the Bylaws. If title to a property is held by a legal entity that is not a natural person (e.g., an LLC or a corporation), the governing authority of that legal entity has the power to appoint a person to be a member of the Association for purposes of serving on the Board.

If you are interested in serving on the Board, please complete this application and ensure that it is received at Optimum Professional Property Management, 230 Commerce, Suite 250, Irvine, CA 92602 by November 30, 2021 (or scan and email application to [MWinegar@optimumpm.com](mailto:MWinegar@optimumpm.com)).

The Board of Directors

**TURTLE ROCK GLEN COMMUNITY ASSOCIATION  
APPLICATION FOR CANDIDACY  
FOR THE BOARD OF DIRECTORS**

*Please type in the information requested below.*

NAME: \_\_\_\_\_

(Note: Be sure to complete and return verification information on page 2 of this application)

*\*Candidacy statement needs to be kept to one page...*

WHY WOULD YOU LIKE TO SERVE AS A BOARD MEMBER?

WHAT IS YOUR BACKGROUND?

WHAT IS YOUR VISION FOR THE COMMUNITY?

WHAT WOULD YOU LIKE TO ACCOMPLISH DURING YOUR TERM OF OFFICE?

(Per Civil Code, this form will be sent with the election materials, as submitted)

*Proudly Managed By*  
Keystone Pacific Property Management, LLC

16775 Von Karman #100  
Irvine, CA 92606  
(949) 833-2600

30021 Tomas Road #160  
Rancho Santa Margarita, CA 92688  
(949) 833-2600

41593 Winchester Road #113  
Temecula, CA 92590  
(951) 491-6866

3155-D Sedona Court  
Ontario, CA 91764  
(909) 297-2550

**TURTLE ROCK GLEN COMMUNITY ASSOCIATION  
APPLICATION FOR CANDIDACY  
FOR THE BOARD OF DIRECTORS**

**HOMEOWNER VERIFICATION INFORMATION**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

WORK PHONE NUMBER: \_\_\_\_\_

HOME PHONE NUMBER: \_\_\_\_\_

CELL PHONE NUMBER: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

SUB-ASSOCIATION \_\_\_\_\_

(GARDEN HOMES, TOWNHOMES, OR PATIO HOMES)