



# VILLAGE GROVE HOME OWNERS ASSOCIATION

June 2, 2021

Dear Village Grove Home Owners Association Member:

The Board of Directors adopted the attached changes to the Rules and Regulations at the Meeting held on May 13, 2021. This includes the following policies: General Rules & Regulations, Recreational Center Rules, Pavilion Rules, Sports Court(s) Rules, Park and Playground Rules, Fishing Rules, Lake, Boat & Dock Rules, Pool Rules, and Paddle Boat Rules.

All the rules that have been updated or changed are in red. It is important that the Homeowners familiarize themselves with the rules and ensure that their tenants are made aware of the rule changes. These new procedures will directly affect ALL owners in Village Grove Home Owners Association.

Purchasing "Pool Passes" is now obsolete. Homeowners will NO LONGER have to purchase pool passes annually. Fishing Passes will also no longer be required. HOWEVER, The Association will be distributing numbered RECREATIONAL PASSES. One per household, and the Rec Pass MUST BE carried at all times when using any amenities at Village Grove Home Owners Association. This includes, the Pool, Lake, Tennis Courts, Basketball Courts, and MUST be visible if fishing on the lake.

Recreational Passes WILL ONLY be distributed to the HOMEOWNER on title. You cannot "purchase" extra recreational passes. Each address will be allowed one pass per address, and they will only be able to be picked up by the Owner. **The passes will be available for pick up with ID from the Owner on Title at the Management Company M-F between 8am-4:45 pm.** You may contact the management company at (951) 279-3934 if you have any questions or to make arrangements to pick up a Recreational Pass for your home within Village Grove Home Owners Association. **At this time no other dates are available to distribute passes. If some options become available to distribute passes on a Saturday, that will be posted on the website and at the on-site bulletin board.**

**The on-site office WILL NOT be distributing the Recreational Passes.**

230 Commerce, Suite 250 \ Irvine, CA 92602  
Corona Office: 526 Queensland Circle \ Corona, CA 92879  
Tel: (951) 279-3934 \ (714) 508-9070 \ Fax (714) 665-3000

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**RECREATIONAL PASS**

*Continued*

There is a form attached for **owners** to complete to give their tenant the responsibility to obtain a Recreational Pass on their behalf. \* Please note, it is the Owners responsibility to obtain the Pass and provide it to the Tenant. **Owners** MUST complete the attached form in its entirety and provide the details as requested. IF ANY information is missing, the pass will not be given out.

Also, Valid ID will be required, and a copy of a utility bill showing the on-site address will also be required from any tenants given the responsibility from the Owner. \* These forms will be kept in your lot file, and attached to the Signature sheet when the Rec Pass is obtained.

The Association **WILL NOT** re-issue passes that are lost or stolen. If tenants do not return Rec Passes to the Owner, the Association **WILL NOT** replace the pass. The old pass will be revoked and a new Pass must be purchased, in the amount of \$50.00, which is subject to change. *See the details of this in the attached Policy.*

Please review the Rules and Regulations for future reference. Owners, please get this information to your tenants for their review as well. This document will also be available on the website at [myvillagegrovehoa.com](http://myvillagegrovehoa.com). There are many changes to the Rules, so please become familiar with them.

If you have any questions, please contact Optimum Professional Property Management (951) 279-3934. Thank you for your cooperation.

Sincerely,

**VILLAGE GROVE HOME OWNERS ASSOCIATION**  
On Behalf of the Board Of Directors

Enclosure(s)



# VILLAGE GROVE HOME OWNERS ASSOCIATION

## RECREATIONAL PASS OWNER/TENANT FORM - 2021

I, \_\_\_\_\_ who resides at the following offsite property  
(Full Legal name of owner as shown on title)

address \_\_\_\_\_ hereby give my  
(Owner's offsite address that Association General Notices are sent to and on-file with Management Co.)

Tenant/Property Manager \_\_\_\_\_ the authority to pick up the  
(Tenants/Property Manager full legal name as shown on ID)

Recreational Pass on my behalf, for the property located at \_\_\_\_\_  
(On-Site Property Address)

If the tenants ID does not have the onsite property address, they will need to provide a utility bill showing their proof of residence at the Village Grove Home Owners Association address. If the documents that the owner or tenant provides does not match with our records, a Recreational Pass will not be given out to the Tenant.

**We strongly encourage homeowners to pick up the Recreational Pass for their property at Village Grove.**

### **Owners are responsible for the following:**

1. I understand that I am responsible for my tenant and the Recreational Pass being picked up.
2. The association is not responsible for any lost, stolen, or damaged Recreational Passes.
3. I understand that if a pass is lost, stolen, or damaged by a tenant, the replacement cost for a new pass is \$50.00 (subject to change).
4. I understand that a valid copy of my ID needs to be presented with this form for my tenant to take over responsibility of picking up the Recreational Pass.
5. I understand that if the information is not filled out completely and accurately, the Recreational Pass will not be given out to the tenant.

Owners Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**PLEASE RETURN THIS FORM TO THE ASSOCIATION AT THE FOLLOWING ADDRESS:**

Village Grove Home Owners Association  
c/o Optimum Professional Property Management  
526 Queensland Circle  
Corona, CA 92879