



Park Vista Mission Hills

Homeowner Resource Guide



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www.parkvistamissionhills.com

Welcome to Park Vista

We are delighted to provide you with this Park Vista Mission Hills homeowner guide. Here you will find helpful information such as:

- Key contacts for the Board of Directors, management company, and other services.
- Association rules and regulations.
- Where things are, like the pools and spas.
- How things work, like trash pick-up and gate security.
- Key Forms for landscape modification, architectural modification, and tenant information.
- Homeowner contact information.

Please safeguard this publication. It is intended for the private use of our homeowners and contains emails and telephone numbers.

Board of Directors and Meetings

Below are the names and contact information for the current Park Vista Board of Directors, roles, and areas of responsibility. Board meetings are held once per month. Notice of meetings is communicated approximately 4-5 days in advance. The meeting agenda will be available on the Park Vista website (www.parkvistamissionhills.com) and posted on the garage wall near 537 Desert West Drive.

Sandy Comrie President Landscape Chair 509 Desert West Drive sandycomrie@gmail.com (213) 792-4086	Jodi Sansone Vice President Communication Chair 548 Desert West Drive jodisansone@yahoo.com (203) 451-5421	Annalee Davis Secretary 543 Desert West Drive Annalee317@me.com (818) 590-0899
Ted Robinson Treasurer 562 Desert West Drive dadrob@aol.com (203) 219-3814	Marco Godoy Architecture Chair 561 Desert West Drive marcogodoy@msn.com (818) 284-2233	

Community Manager

The Park Vista community manager is Millennium Community Management (MCM), located at 44801 Village Court, Suite 101, Palm Desert, CA 92260. Website: <http://www.mcmiskey.com>.

Community Manager:

Michael Livingston
Michael@MCMiskey.com
(760) 834-8948

Key Contacts: Maintenance and Billing

Maintenance and Billing Issues:

- Landscaping
- Grounds
- Pools
- Pests
- Buildings (roof leaks)
- Sewer issues
- Monthly assessment questions
- Account statement questions

Michael Livingston
Millennium Community Management
(760) 834-8948
Michael@MCMiskey.com

Below are examples of issues to report to Millennium Community Management, through our Park Vista Appfolio site. If you see a broken sprinkler or light fixture, please mark it with one of the landscape flags stored by our mailboxes.

Common Area Landscaping

- Broken sprinkler heads
- Damaged or dying plants
- Water, sewer, or gas line leaks

Common Area Lighting

- Burned out bulbs on ground, garages, and driveway signs
- Damaged light fixtures

Common Area Pests

- Fire ant sightings
- Rodent sightings

Sidewalks, Driveways and Guest Parking

- Cracks or trip hazards
- Abandoned or unauthorized vehicles in guest parking or driveways.

Pools and Spas

- Burned out lights
- Broken spa controls
- Lack of heat in pool (during heating schedule)
- Trash in pool areas

Residence Maintenance

- Roof and skylight leaks
- External wall damage or cracks
- External paint peeling
- Louver damage

Nuisances

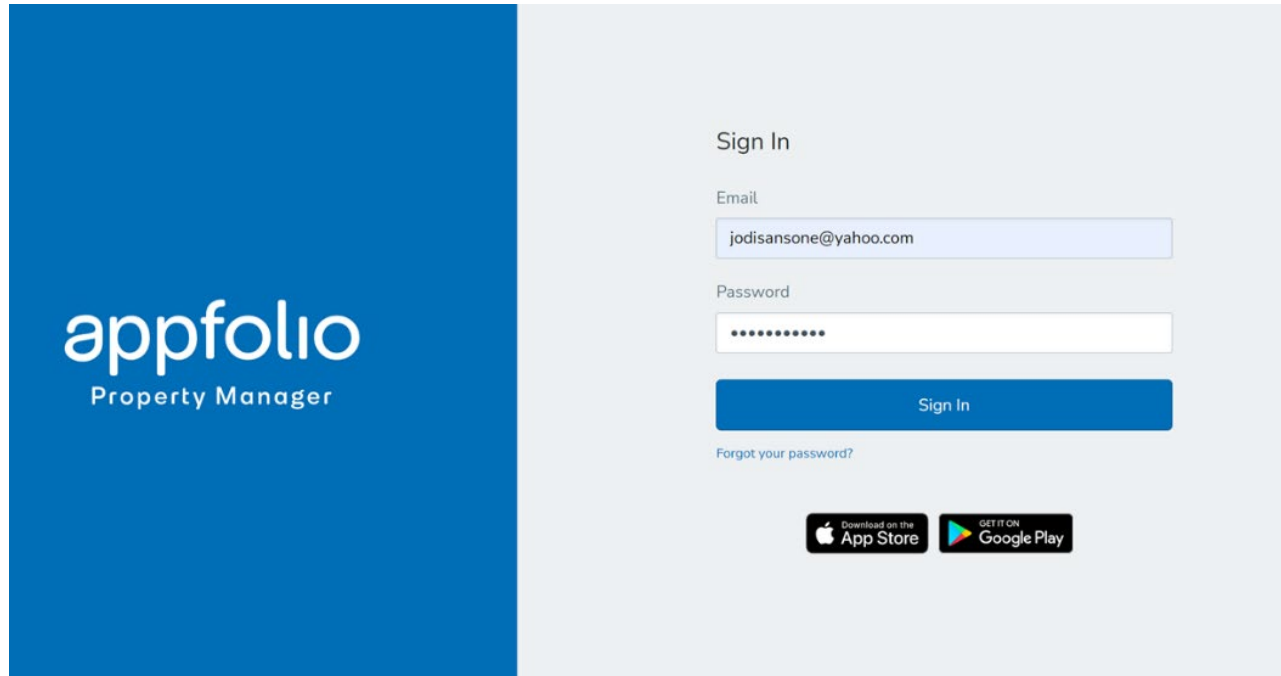
- Excessive noise
- Trash left on patios or driveways

Appfolio Access

- Account set up and access

Appfolio Portal

The quickest way to report a maintenance issue is to use MCM's Appfolio portal. Go to <https://www.appfolio.com/login> to access your account. If you do not have credential for your account, contact Michael Livingston at MCM (michael@mcmiskey.com).



Sign In

Email

jodisansone@yahoo.com

Password

Sign In

[Forgot your password?](#)

Download on the App Store

GET IT ON Google Play

Mission Hills Country Club Contacts

Indian Sublease & Payments Questions	Mission Hills Country Club Susan Moua Susan.moua@invitedclubs.com (760) 883-1665
Mission Hills Inverness Gate (off Gerald Ford) <ul style="list-style-type: none">Vehicle remote stickersTenant registration	(760) 321-8265
Mission Hills Guest Registration Center <ul style="list-style-type: none">Answering Service to Announce GuestsWebsite and APP	(760) 321-9667 ABDI https://gateaccess.net/login.aspx

Utilities and Municipal Contacts

Utilities

- Cable TV and Internet – Spectrum (888) 438-2427
- Electric – Southern California Edison (800) 655-4555
- Gas – Southern California Gas Company (800) 427-2200
- Telephone – Frontier Communications (855) 815-9748
- Trash/Recycle – Burrtec (760) 340-2113
- Water – Coachella Valley Water District (760) 398-2651

Police/Fire

- Emergencies: 911
- Sheriff's Office (Non-Emergency) – (760) 836-3215
- Poison Information Center (800) 876-4766
- Fire Station – Rancho Mirage North #69/Gerald Ford – (760) 321-9399
- City of Rancho Mirage (760) 324-4511

Public Transportation

- Airport – Palm Springs International (760) 318-3800
- Bus – SunLine Transit Agency (800) 347-8628
- Rail – Amtrak (800) 872-7245

Hospitals

- Eisenhower Medical Center, Rancho Mirage (760) 340-3911
- Desert Regional Medical Center, Palm Springs (760) 323-6511
- JFK Memorial, Indio (760) 347-6191

Library

- Rancho Mirage Public Library (760) 341-7323

Motor Vehicles

- Department of Motor Vehicles (800) 777-0133

Post Office

- Rancho Mirage Post Office (800) 275-8777

Social Security

- Administration (800) 772-1213

Voter Information

- Riverside County Registrar of Voters (951) 486-7200

Newspaper

- The Desert Sun (760) 322-8889

Website Tools/Resources

Park Vista has a website that can provide you with essential Association information in one place. Visit www.parkvistamissionhills.com to find or access:

- Monthly Board meeting agenda and meeting minutes
- Governing Documents:
 - Restated Covenants, Conditions, and Restrictions (CC&Rs)
 - Restated By-Laws
 - Election Rules
 - Committee Code of Conduct
 - Committee Charters
 - Operating Controls
 - Floor Plans
 - Rules and Regulations
- Key contacts
- Architectural and landscape modification forms

Community Facebook Page

Park Vista has a private Facebook group to help neighbors stay connected. You can find this private group here: <https://www.facebook.com/groups/1840896433059270>.

Make a request to join the group and the page administrator will admit you.



Park Vista HOA Neighbors

Private group · 31 members



+ Invite

Share

Pool Locations

Park Vista has seven pool and hot tub areas. Many residents are familiar with the pool near their homes, but do not know the locations of the other pools. In some cases, a second pool is located within 75 yards of another pool.

Each year the Board establishes a pool heating schedule from November through the beginning of April. The pool heating schedule is posted on the pool gates.

Pools rules and hours are featured in the Rules and Regulations section of this guide.

Pool 1	Behind Units 507 and 508, off the lake
Pool 2	Behind Units 515 and 516
Pool 3	In front of Units 520 and 521
Pool 4	In front of Units 530 and 531
Pool 5	By Units 534, 535 and 536
Pool 6	Behind Units 542-548
Pool 7	Between Units 557 and 558

Rules and Regulations

The Association is responsible for adopting reasonable rules and regulations that govern the use of the residential units/lots and common areas. These rules and regulations are designed to preserve the aesthetics of the property, protect, and enhance property values, and ensure the quiet enjoyment of the common areas for all Members. These rules supplement the Park Vista Restated Declaration of Covenants, Conditions and Restrictions and other Governing Documents. A full understanding of all obligations and restrictions pertaining to the use of the property requires reading both the Restated Declaration, the other Governing Documents, and these Rules.

Parking and Vehicles

- No vehicle may be parked or driven on the common area grass, landscaping, or sidewalks at any time, with the exception of golf carts.
- Vehicles required to maintain the common property (e.g., tree trimming equipment, utility company vehicles) may drive on the common area grass, landscaping, or sidewalks under the supervision of the Board, the Architecture or Landscape Committee, or Community Manager.
- All vehicles belonging to Members and tenants must be parked in garages.
- The guest parking spaces are limited to non-residential guests, service providers and emergency vehicles only.
- Parking outside the clearly marked guest parking spaces is prohibited. This prohibition includes double parking, tandem parking, and/or parking in the garage alleys for anything other than immediate loading and/or unloading.
- Overnight parking of service equipment (e.g., roofing, landscaping or tree trimming vehicles) will be allowed in guest parking on occasion to fulfill Association maintenance responsibilities.
- If service/contractor vehicles need to park in the common area overnight, to perform services for specific Members, advance approval of the Community Manager is required.
- Disabled vehicles must be removed from the guest parking areas within 48 hours. Vehicles parked in guest parking areas for longer than 48 hours that have not been moved or used will be considered “disabled,” and may be removed at the Member’s expense, at the direction of the Community Manager.
- Recreation vehicles or campers may be parked in guest parking spaces (using more than one if necessary) for no longer than 48 hours.

Pools

Each fall the Board of Directors will publish a pool heating schedule for each of the seven pools and hot tubs.

- Only the Association pool service contractor is authorized to adjust pool temperatures or timers.
- Rules posted at each pool/hot tub are defined by the Board of Health and must be followed.
- Bathing suits must always be worn in the pool and pool areas.
- No lifeguards are on duty at the pools and spas. All users assume full responsibility for any risks of using pools and spas, including the risk of drowning.
- Children under the age of fourteen (14) must always be supervised by an adult.
- Pool quiet hours are from 10:00 pm until 7:00 am every day, including weekends and holidays.
- Music volume must be at a modest level and not disturb others in the pool area or in nearby units.
- Hot tub motors must be turned off when finished in the hot tub.
- Pool furniture must not be removed from the pool areas at any time.
- Pool furniture must not block the safety sign from the vision of people in the pool.
- Pool furniture must be wiped down before and after every use.
- All trash must be removed from the pool area when leaving or placed in the provided trash containers.
- Umbrellas must be closed when leaving the pool area.
- Use of soaps, bubble baths, bath oils or any foreign substance in the pool or hot tub is prohibited. Pools and hot tubs are not to be used for personal hygiene purposes.
- Members, guests, and tenants with a contagious disease or virus are prohibited from entering the pool area.
- All personal items (e.g., towels, pool toys) must be removed from the pool after every use.
- No towels or personal items shall be draped over the pool fences.
- The use of glass containers or other shatterable materials in the pool areas is prohibited.
- Pets are prohibited from being inside the gated swimming pool areas, except for service animals.
- No animals are allowed in the pools or spas.
- No pet waste may be placed in the pool trash containers.

Pets

- No unit shall house more than two dogs and two cats at any time.
- Dogs and/or cats must always be leashed on the common property, under the control of their handlers, and are never permitted to run loose.
- Excessive barking is not permitted.
- Members must clean up pet waste immediately and dispose of it in their own trash containers.

Wildlife and Waterfowl

- Feeding of ducks, geese, coots, or other waterfowl is not permitted.
- Bird feeders that attract waterfowl onto the common property are not permitted.

Aesthetics

- No modifications to the property may be made by Members without complying with the architectural approval requirements set forth in the Restated Declaration of Covenants, Conditions and Restrictions.
- Front, back and side patios and courtyards must always be kept neat and tidy, whether or not Members are in residence.
- No clutter or debris is permitted on patios or courtyards. Clutter or debris includes but is not limited to worn patio furniture, broken umbrellas, worn garden hoses, boxes, crates, disabled electronics, trash bags, trash bins, dead plants, dead trees, and pots.
- If patio areas or courtyards are not maintained by a Member, after proper warning and/or a violation hearing, maintenance will be completed by the Association and charged back to the Member.
- Any lighting installed by Members on common areas around units must match Association fixtures or be approved by the Landscape Committee and meet the Association warm light standards (2700-3000 Kelvin warm light). The same warm lights must be used on Member patios and courtyards.
- All window treatments that are visible from outside the residential unit must be neutral in color and manufactured for that purpose. Blankets, sheets, towels, newspaper, clothing, cardboard, dry wall, reflecting foil and other items not manufactured for the purpose of window treatments are not permitted if they are visible outside the residential unit. The Association reserves the right to demand removal of any window treatment visible from the outside of the residential unit that are deemed by the Board to be aesthetically inconsistent or displeasing.

Construction and Renovations

- Members carrying out major renovations or construction which require the use of a dumpster, temporary placement of construction-related items (e.g., port-a potties, construction equipment, building materials) or additional parking outside clearly marked guest parking areas must receive Architecture or Landscape Committee approval for the placement and time duration of use before starting any renovation or construction.

Solar Installation

- No solar systems may be installed by Members without complying with the architectural approval requirements set forth in the Restated Declaration of Covenants, Conditions and Restrictions and without acquiring architectural approval by the Board of Directors, unless the Board has delegated the authority to approve or reject a solar application, in which case the Architecture Committee shall make the decision in conformity with its rules.
- Furthermore, because solar systems would be placed upon roofs the maintenance of which is the responsibility of the Association, before any solar systems may be installed by a Member, that Member must:
 - Review detailed installation plans with the Architecture Committee, including contractor information, panel placement and timetable for installation
 - Execute the Association’s solar indemnity and maintenance agreement
 - Pay a fee of \$500 for reviewing the application and recording the indemnity and maintenance agreement
 - Provide a valid certificate of liability insurance
 - Notify Members of the same building of the installation
 - Ensure no solar panels are installed upon the roofs of other owners
 - Pay for the removal of any trees or vegetation on the building or common property that shade the panels

Trash

- Trash and recycling containers shall be stored out of sight until set out for collection on the designated pick-up days—no more than 18 hours before scheduled pick up and within 18 hours after pick-up.
- All trash and recycling must be placed in a container with a secure lid.
- All containers are to be marked with the Member’s house number.
- Each Member shall contract for the removal of their own trash.
- Trash should not be placed in containers of other Members without their permission.
- Members can contact Burrtec for large, bulky item pick-up, which can be scheduled for Mondays. If Burrtec misses a scheduled pick-up, the items must be put away until the pick-up can be rescheduled.

Golf Carts

- Golf carts must always be stored out of sight and inside the main garage or cart garage.
- Golf carts may be driven in the common area by minors under the age of 13 only accompanied by an adult 18-years-of-age or older.

Noise

- Noise from any inside or outside activity including loud discussions and arguments must be kept at a modest level so as not to disturb neighbors.
- For-hire landscape and non-emergency exterior maintenance services which utilize motorized equipment such as saws, sanders, drills, grinders, leaf-blowers, lawnmowers, hedge trimmers, edgers, or any other similar tool or device is not permitted any time on Saturday and Sunday, and weekdays between the hours of 6:00 p.m. and 7:00 a.m. the next day.
- Members doing their own exterior maintenance must not use motorized equipment between the hours of 6:00 p.m. and 7:00 a.m. any day.

Garages and Garage Areas

- Garage doors should always remain closed except for entering or exiting, or when the garage is being repaired or cleaned.
- Car washing is permitted only in the garage and guest parking areas.
- Garage air conditioners are the responsibility of individual Members. Any garage air conditioner must be connected to the Member's electric meter.
- Garage refrigerators or freezers must be disconnected or turned off when a Member is not in residence.

Cameras and Security Equipment

- "Video or home security equipment" refers to any equipment installed by an owner which is used to monitor, record, and/or deter activity in either an audio or visual format, including digital cameras (such as Ring doorbells), listening devices or motion detecting lights.
- No person may alter or modify any exterior portion of a residence or garage building for the purpose of installing or using video or home security equipment without prior written approval of the Architecture Committee.
- No such equipment may be installed in any manner, regardless of location, that would record, capture, or impact areas outside of the immediate front door, front patio, side patio, or back patio vicinity of a residence or garage door area. No such equipment may unreasonably record or attempt to record other portions of the common area or another member's residence or garage doors.

Rentals

- No rentals for less than thirty (30) days are permitted (except for the month of February which has 28 or 29 days).
- Members are required to execute written leases and provide a copy of those leases to the Community Manager.
- Members must supply tenants with a copy of the Association Rules and Regulations.
- Members who lease their units shall fill out the Association's Tenant Information Sheet and deliver it to the Community Manager by mail, email, fax or in person within 10 days of entering a contract with a tenant.
- Members must ensure their tenants comply with all Association CC&Rs and Rules and Regulations.
- Members will be held accountable for damages or violations that are committed by their tenants.

Personal Conduct

- No Member, tenant, guest, or contractor shall engage in harassment, as defined by the State of California, of another Member, tenant, guest, or contractor on or near the common property. Harassment includes comments and/or conduct that seriously threatens, alarms, annoys, or causes emotional distress to someone and serves no legitimate purpose.

Charges for Document Requests

- The Board publishes the Association's balance sheet, income statement, monthly budget, and reserve spending report once per month on the Park Vista website. Any member making a request of the Community Manager for additional information will be charged a fee based on the time required to fulfill the request, in compliance with the Davis-Stirling Act.

Violations and Fines

- The Association may, but is not required to, provide an initial warning notice requesting that violations be cured voluntarily before commencing with a hearing and fine process, as set forth below.
- Violation notices will be sent to Members via certified mail as proof of receipt or notice.
- Violation of any Association rules and regulations shall be corrected at the expense of the Member.
- Generally, though not necessarily, the Association will adhere to the following schedule:
 1. **First Offense:** Notice of hearing and up to \$250.00 fine, and / or suspension of privileges, except for Architectural and Rental Violations, plus attorney fees for enforcement.
 2. **Second Related Offense:** \$500.00 fine or higher with Notice plus attorney fees for enforcement.
 3. **Third Related and Subsequent Offenses:** Notice of \$1,000.00 fine and will continue every 30 days or until violation ceases, plus attorney fees for enforcement.
- **Architectural Violations:** First Offense: Notice of Hearing and up to \$5,000.00 fine, plus attorney fees for enforcement.
- **Rental Violations:** Notice of Hearing and up to \$3,000.00 fine with suspension of privileges plus attorney's fees for enforcement.
- **Recurring Violations** will be taken on a case-by-case basis; possible fines with due notice up to and including \$5,000.00 plus any attorney fees for enforcement.

Architectural or Landscape Modification

Article 7 of the Association's CC&Rs governs architectural modifications, and Article 8 governs landscape modifications.

Homeowners who wish to make alterations to the outside of their units or the landscaping on the outside of their units must seek and receive approval from the Association's Board of Directors.

The Association's Architectural Committee or Landscape Committee will assist homeowners with developing and executing modification proposals that are compliant with the Association's governing documents and aesthetic standards.

Contact the committee chairs or members below for assistance or questions.

Architectural Committee	Landscape Committee
Marco Godoy (Chair) marcogodoy@msn.com (818) 284-2233 Members: Ben Trust Ellen Yuracko	Sandy Comrie (Chair) sandycomrie@gmail.com (213) 792-4086 Members: Jeff Corliss Brian Kiesow Rob Wittlef

Paint Color Standards

On occasion homeowners may need or want to make minor paint touch-ups on the outside of their units or to homeowner installed structures such as patio covers and trellises. Occasionally homeowners also replace the utility doors on their units or replace garage doors. Exterior doors are the responsibility of the homeowner.

Please contact the Architectural Committee before starting any paint or touch-up job. As paint colors fade over time from the intense desert sun, it may be best to repaint an entire wall rather than touch it up in smaller places.

Below are the Association's paint color standards and codes provided by Vista Paint (69-048 East Palm Canyon at Date Palm)

- Main Unit Walls: Rocky Ridge (VP45-16894)
- Garden Walls, Louver Panels: Horshair Brown (VP45-16893)
- Garage Doors: Appel Gray (VP45-16861)

Trash Pick-Up Service and Schedule

Burrtec is the community's waste disposal and recycling service. Homeowners must contract for service separately as these fees are not included in the Association's monthly dues. Burrtec provides special green, blue and gray carts free of charge when customers set up service.



Burrtec makes two pick-ups per week in Park Vista. The current schedule is as follows:

- **Mondays:** Trash and Recyclables (in separate gray and blue carts)
- **Mondays:** Bulky, oversized items (must be pre-arranged with Burrtec)
- **Thursdays:** Trash and Organics (in separate gray and green carts)

Burrtec will pick up oversized items (e.g., mattresses, furniture) if you arrange for pick-up 3-5 days in advance of the regular Monday pick-up day. Call (760) 340-2113 or visit the Burrtec website to request the pick-up via email.

Please adhere to these trash disposal rules:

- Keep your containers in good condition. Mark them with your unit number.
- Containers must not be left outside in the garage cartport areas. They must be kept inside the garage. They should be placed in the garage immediately after pick-up.
- If you are leaving the property before trash day and must leave your containers out, ask a neighbor to take them in for you.
- If your neighbors are not available, place your trash in a securely-tied, heavy-duty plastic bag for pick-up. Tie them securely to help keep rodents and crows from getting into them.

For home remodeling projects construction debris may need specific arrangements.

- If you are planning an interior remodeling project, call the Association's Community Manager to determine your responsibilities and processes for removing construction debris.
- If you are planning an exterior modification, your architectural modification proposal should include details of how the construction debris will be temporarily stored or removed.

Internet/Cable TV

High speed internet service, local tv and some subscription tv via Spectrum is included in your Association monthly dues. If you wish to add other services to your cable plan, contact Spectrum directly at (800) 438-2427.

Gate Procedures

Mission Hills is served by four entry gates—listed in the order of closest proximity to Park Vista.

Location	Staffed Hours
1. The Mission Hills Drive Gate (on Mission Hills Drive, near the intersection of Gerald Ford and DaVall). (760) 202-4406	6:30 AM to 10:30 PM
2. The Dinah Shore Gate (at Dinah Shore and Mission Hills Drive). (760) 202-4719	Staffed 24/7
3. The Inverness Gate (on Inverness Drive, at the intersection of Gerald Ford and Los Alamos). (760) 321-8265	6:30 AM to 10:30 PM
4. Ginger Rogers Gate (at Ginger Rogers and Bob Hope) (760) 328-9706	6:30 AM to 10:30 PM

The gates are staffed by personnel who help provide property access to your guests, services, and deliveries. The staff at the Inverness gate also provides residents with remote windshield sensors to open the gates automatically.

Remote Sensor Access

Registered residents of Park Vista and tenants may purchase remote windshield sensors that open all the Mission Hills Gates. These sensors permit entry to the property via special entry lanes 24/7.

To obtain a remote sensor for your vehicle:

- Contact the Inverness Gate (760-321-8265) during business hours, weekdays 7:00 am to 2:00 PM. The staff will help register your vehicles or your tenants' vehicles and will provide windshield sensors. The current cost of the windshield sensors is \$25.00 for each vehicle.

Registering Guests for Access to Property

There are two ways to register guests or service providers with the gates to permit access to the property.

1. **Preferred Method:** Use ABDI to manage your guests, via a mobile device or laptop. See following pages for instructions.
2. **Back-Up Method:** Call and leave a message on the Inverness Gate answering machine, (760-321-9667). This method is not preferred. Plan and leave extra time for the gate staff to log your guest.

After Hours Call Boxes

Each gate also has a call box in the event your guest arrives after hours and does not want to enter at the 24-hour Dinah Shore Gate. Instruct your guest to use the call box and personnel on duty will provide access. Gate hours and staffing change often so keep alert for updates

ABDI Gate Access via Mobile App

1	2	3
<p>Get the ABDI App to start</p> <ul style="list-style-type: none"> • Search for the ABDI app on your device via the Apple App or Google Play store. • Follow the installation instructions. 	<p>Log-in to your account on the ABDI home screen:</p> <ul style="list-style-type: none"> • Use the first dropdown menu to find “MHCC” which is the link for our community • Type in your username, which is the phone number associated with your account. Type it in with no spaces or dashes. • Type in your password, which is the 4- or 5-digit PIN that will be assigned to you. 	<p>Click on icons to review and confirm your information, e.g.,</p> <ul style="list-style-type: none"> • Guest list • Profile information • Vehicles <p>Log in guests in the Guest List panel (1st panel)</p>
		

ABDI Gate Access via Desktop


Navigate to the ABD home page at:

- www.gateaccess.net

Log-in to your account on the ABDI home screen:

- Use the first dropdown menu to find “MHCC” which is the link for our community
- Type in your username, which is the phone number associated with your account. Type it in with no spaces or dashes.

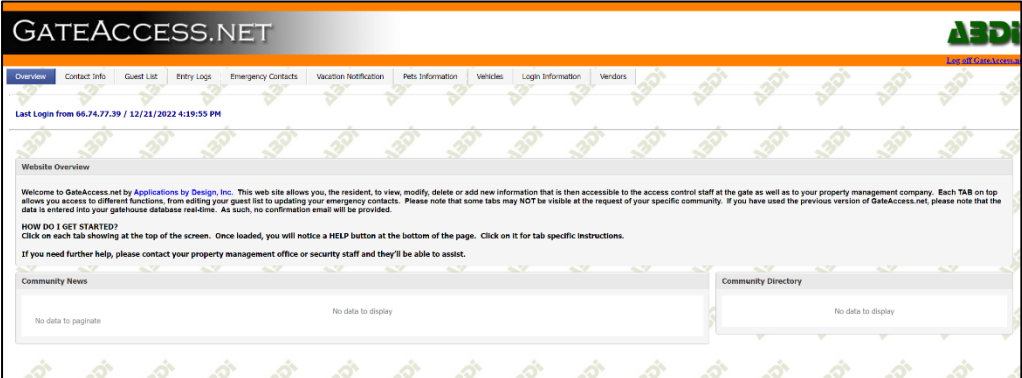
Type in your password, which is the 4- or 5-digit PIN that will be assigned to you.



Click on the horizontal tabs to review and confirm your information, e.g.,

- Guest list
- Profile information
- Vehicles

Add new guests in the Guest List tab area.



APPENDIX: Forms and Homeowner Listing

Architectural Modification Form

Date	
Property Owner Name	
Property Address	
Mailing Address	
Phone/Email	
Description of Project	

To the Architectural Committee:

You are hereby advised that the above project is proposed, and approval is requested. Attached are scaled drawings (minimum 1/8" = 1") of the proposed improvements. All materials are specified on the drawing. I/We understand that building permits may be required by the City of Rancho Mirage, and that the responsibility of obtaining permits, costs of permits, and subsequent inspections will be borne by the applicant. I/We acknowledge that:

1. All approved changes will be at the owner's expense and that any damage to existing Association property, improvements and landscaping that occur as a result of this project are the sole financial responsibility of the property owner.
2. The Board of Directors may require a security deposit. The deposit must be on file prior to the start of any approved installation.
3. Construction of the requested and approved modifications must begin within 45 days of receipt of written project approval. Completion of the approved modification must be within 180 days of written project approval. If more than 180 days are required to complete the approved modifications, the applicant must provide a detailed timeline of expected completion at the time of application.
4. Prior to commencing construction of the proposed modification, proof of the contractor's insurance, with Park Vista listed as an additional insured, bond, and a copy of the contractor's license, if other than Homeowner installation, must be provided to Millennium Community Management. Failure to comply with these or any other of the above specifications will result in the nullification of this document and subsequent approval thereof.

Homeowner Signature	
---------------------	--

Send this completed form and supporting documents to the Park Vista Homeowner Association Architectural Committee, c/o Millennium Community Management, [Community Manager](#), 44801 Village Court, Suite 101, Palm Desert, CA 92260 Fax: 760.610.1574

	Approve	Deny	Request Modifications
The Architectural Committee Recommends that the Board of Directors (check one)			
Date Reviewed			
Deposit Suggested (\$)			
Signatures: Architectural Committee (Two Signatures Required)			

Landscape Modification Form

Date	
Property Owner Name	
Property Address	
Mailing Address	
Phone/Email	
Description of Project	

To the Landscape Committee:

You are hereby advised that the above project is proposed, and approval is requested. Attached are scaled drawings (minimum 1/8" = 1") of the proposed landscape changes. All materials are specified on the drawings. I/We acknowledge that:

1. All approved changes will be at the owner's expense and that any damage to existing Association property, improvements and landscaping that occur as a result of this project are the sole financial responsibility of the property owner.
2. The Board of Directors may require a security deposit. The deposit must be on file prior to the start of any approved installation.
3. Installation of the requested and approved landscape modifications must begin within 45 days of receipt of written project approval. Completion of the approved modification must be within 180 days of written project approval. If more than 180 days are required to complete the approved modifications, the applicant must provide a detailed timeline of expected completion at the time of application.

Homeowner Signature	
---------------------	--

Send this completed form and supporting documents to the Park Vista Homeowner Association Architectural Committee, c/o Millennium Community Manager, [Community Manager](#), 44801 Village Court, Suite 101, Palm Desert, CA 92260 Fax: 760.610.1574

	Approve	Deny	Request Modifications
The Landscape Committee Recommends that the Board of Directors (check one)			
Date Reviewed			
Deposit Suggested (\$)			
Signatures: Landscape Committee (Two Signatures Required)			

Tenant Information Sheet

Owner's Name(s): _____

Park Vista Unit Address: _____ Rancho Mirage, CA 92270

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Telephone Number(s): (____) _____ (____) _____

Tenant's Name(s): _____

Telephone Number (s): (____) _____ (____) _____

Tenancy Commencement Date: _____ Tenancy Termination Date: _____

Tenant Vehicle Information:

Make: _____ Model: _____ License No: _____ State: _____

Make: _____ Model: _____ License No: _____ State: _____

Make: _____ Model: _____ License No: _____ State: _____

Tenant Emergency Contact: Name: _____

Telephone Number: (____) _____

Owner(s) hereby certify that all tenants have been provided with a copy of the Mission Hills Phase V Property Owners aka Park Vista Rules and Regulations. Owners acknowledge that they shall bear full and complete responsibility for ensuring that their Tenants and any guests of their Tenants comply with the CC&Rs, Bylaws and Rules and Regulations.

Owner Signatures(s): _____ Date: _____

Please return via U.S. mail or as a scanned email document to the Park Visat [Community Manager](#):

Millennium Community Management
44801 Village Court, Suite 101, Palm Desert, CA 92260
Office: 760.834.8948 or 866.508.2780