

MARCH 2015

PACIFIC RIDGE

www.pacridge.net

Professionally Managed by Keystone Pacific Property Management, Inc. - 16775 Von Karman, Ste. 100, Irvine, CA 92606

ANNUAL MEETING AND ELECTION OF THE BOARD OF DIRECTORS IS AROUND THE CORNER

The Annual Meeting/Election of the Board of Directors is coming up in June 2015. Since we did not achieve quorum last year, all five board positions are up for election this year, three for a term of two years and two for a term of one year. The Board meets on a monthly basis on the 1st Tuesday of every month and discusses community issues. If you are interested in running for the Board, please fill out the attached candidacy application and return it to Management by March 31, 2015.

ANNUAL ELECTION OF THE AVCA DISTRICT DELEGATE IS COMING

The Annual District Delegate Election for AVCA will also be held in June 2015. The purpose of this election will be to elect one member to serve as the AVCA District Delegate. If you are interested in serving as the AVCA District Delegate, please fill out the attached candidacy application and return it to Management by March 31, 2015. The District Delegate should attend the monthly Board of Directors meetings, which are held on the 1st Tuesday of every month at 6:30 P.M. to inform the Board of important items of concern in the AVCA that may be of interest to Pacific Ridge.

FEBRUARY 3, 2015 BOARD MEETING RECAP

- Board approved the November 19, 2014 General Session Board Meeting Minutes and Architectural Reports from 9/10/14-1/10/15.
- Board accepted the October 31, 2014, November 30, 2014 and December 31, 2014 financial statements as submitted.
- Board approved to place liens on the following delinquent accounts for outstanding assessments and applicable charges: APN #623-542-11 and APN #623-582-10.
- Board approved a proposal from Villa Park Landscape for the items generated from the November 19, 2014 landscape drive, for a cost of \$6,860.00.
- Board approved a proposal from Villa Park Landscape for the items generated from the January 15, 2015 landscape drive, for a cost of \$3,345.00.
- Board approved to close out the reserve CD with Morgan Stanley that is maturing on 2/5/15, in the amount of \$100,000.00, and deposit this money in the Money Market Account for now until the Board decides on how they want to reinvest it.
- Board decided not to open four operating CDs with Morgan Stanley, because a Board member is researching other banks that may have higher interest rates.
- Board approved a proposal from Neuman & Associates, C.P.A. to prepare the Association's audit/taxes for the June 30, 2015 year end, for a cost of \$900.00.
- Board approved a proposal from ProTec Building Services to make the suggested repairs to the play equipment in the tot lot, for a cost of \$2,563.00.
- Board appointed Board members, Dave Shafer and Rich Schlesinger to the Architectural Committee, so that there are three (3) members on the Architectural Committee.
- Board approved a proposal from Villa Park Landscape to remove a large Stone Pine tree behind one address and another large Pine tree behind another address, for a cost of \$4,100.00.
- Board discussed allowing homeowners to install fruit trees in front yards, but submittals would have to be reviewed and approved on a case by case basis.

BOARD OF DIRECTORS:

President – Dave Shafer
Vice President – Rich Schlesinger
Treasurer – Nancy Shahrouri
Secretary – Pete Falco
Member at Large – Gosia Etaati

AVCA – DELEGATE John Steward

NEXT BOARD MEETING:

The next Board meeting will be held in March 12, 2015 in the Aliso Viejo Conference Center, 31 Santa Barbara, Aliso Viejo. Contact Management for exact date.

The final agenda will be posted at the tot lot and on your website at least 4 days in advance of the meeting. You may also obtain a copy of the agenda by contacting Management at 949-838-3250.

IMPORTANT NUMBERS:

ASSOCIATION MANAGER:

Kim Hockings
Phone: 949-838-3250
E-mail: khockings@keystonepacific.com
Emergency After Hours: 949-833-2600
Fax: 949-833-0919

COMMON AREA ISSUES:

Mindy Lewis
Phone: 949-838-3246
E-mail: mlewis@keystonepacific.com
Emergency After Hours: 949-833-2600
Fax: 949-833-0919

BILLING QUESTIONS/ADDRESS CHANGES/WEBSITE LOGIN:

Phone: 949-833-2600
customer-care@keystonepacific.com

ARCHITECTURAL DESK:

Phone: 949-838-3239
architectural@keystonepacific.com

COMMUNITY AD:

Tutor: Credentialed teacher available to tutor students in reading, writing, math, and other subjects. Individual or small group tutoring offered. Call Terrie (949) 448-8363.

MARCH 2015 REMINDERS

- For after-hours association maintenance issues, please call 949-833-2600 to be connected with the emergency service line. Please call 9-1-1 for life-threatening emergencies.

SUBMIT A MAINTENANCE REQUEST!

Using your smart phone, please scan the QR Code below to submit a maintenance request form. We look forward to serving you.



Trash Pick-Up Day - Tuesday - Please remove trash cans from the common areas after this day.

Street Sweeping Day - 1st & 3rd Wednesday of every month from 8:00 A.M. to noon. Please remove your cars from the street!

**Next Board Meeting:
March 12, 2015 at 6:30 P.M. at the Aliso Viejo Conference Center, 31 Santa Barbara, Aliso Viejo, Ca. 92656.**

SIGN UP FOR THE ACH PROGRAM

Save time and money and never miss a payment again! Sign up to have your assessment payments automatically debited from your checking or savings account. Please call Customer Care at 949-833-2600 or send an e-mail to customercare@keystonepacific.com to request an ACH application.

SIGN UP FOR COMMUNITY E-NEWS

Sign up to receive news and updates pertaining to our community association via email. To sign up, please register from the "Update My Profile" page once you have logged into your billing account at www.kppmconnection.com.

RODENT/INSECT TREATMENT NOTIFICATION

Animal Pest Management, the pest control company that services the community, will be treating the common areas for rodents on 3/6, 3/13, 3/20, and 3/27 and using the following pesticides:

Pesticides	Meadow Mouse	Rat/House Mice
Diphacinone Bait .005% (10965-50001)	X	
Maki Bait Blocks (7173-189)		X
Ramik Mini Blocks(61282-26)		X
Rozol Vole Bait	X	
Zinc Phosphide (12455-17)	X	

DAYLIGHT SAVINGS TIME CHANGE

Don't forget to change your clocks forward one hour on Sunday, March 8th. Daylight Savings Time (United States) 2014 begins at 2:00 A.M. on Sunday, March 8th.

FEBRUARY 3, 2015 BOARD MEETING RECAP CONTINUED

- Board approved to have Villa Park Landscape remove the two (2) middle Pepper trees of the four (4) trees on the slope behind an address per the tree view inspection committee, and remove the Pine tree that has roots encroaching into the homeowner's backyard, for a cost not to exceed \$3,000.00.

NOVEMBER 19, 2014 BOARD MEETING RECAP

- Board approved the October 7, 2014 General Session Board Meeting Minutes.
- Board accepted the September 30, 2014 financial statement as submitted.
- Board approved to place liens on the following delinquent accounts for outstanding assessments and applicable charges: APN #623-491-23, APN #623-601-62, APN #623-593-32 and APN #623-492-08.

**APPLICATION FOR CANDIDACY
FOR THE BOARD OF DIRECTORS**

Dear Homeowner:

The Annual Election will be held in June 2015. If you are interested in serving on the Board, please complete this application and return it to KEYSTONE PACIFIC PROPERTY MANAGEMENT, INC. at the office address displayed below, **by 5:00 PM on October 15, 2014**.

Please type in the information requested below.

NAME: _____

(Please 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)

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Professionally Managed by: Keystone Pacific Property Management, Inc.
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**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: _____