

JULY 2015

# PACIFIC RIDGE

[www.pacridge.net](http://www.pacridge.net)

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

## **WHERE YOU CAN FIND BENEFICIAL INFORMATION ABOUT YOUR COMMUNITY**

We would like to encourage all homeowners to attend the monthly Board meetings that are held on the first Tuesday of every month at 6:30 P.M. at the Aliso Viejo Conference Center, 31 Santa Barbara in Aliso Viejo, next to the Aquatics Center. When you walk into the building and turn left, the Board usually meets in the first room on the left. Sometimes a room may not be available on the first Tuesday, so the Board meetings will need to be moved to a different date. Watch for the meeting dates on your billing statement. If a meeting is canceled last minute, due to a lack of quorum, Management will have a notice posted on the outside of the door to the meeting room, to alert homeowners that may try to attend. You can always contact Management the day of a Board meeting to make sure that the meeting has not been canceled and/or rescheduled. Board meetings are a good venue to share your concerns with the Board and/or listen to what is going on in your community.

If for some reason you cannot make it to a Board meeting, you can log onto the Association's website [www.pacridge.net](http://www.pacridge.net) for all kinds of information, such as minutes from meetings, agendas, newsletters, the Associations' governing documents, including CC&Rs, Bylaws, Articles of Incorporation, Rules/Regulations, Architectural Guidelines, paint color schemes, Who's Who on your Board of Directors and Management team, view your billing statement, pay your bill, do a change of address, submit maintenance requests, etc. Management will also post important information, that you, as a homeowner might be interested in. Your community website is a useful tool and we want to encourage you to make good use of it!

## **COMMUNITY EMAIL DISTRIBUTION LIST**

Recently, the community has experienced some vehicle break ins. Please make sure you roll up your windows and keep your vehicles locked at all times. Management is trying to work with the City of Aliso Viejo to request additional daily patrols through the community that may help deter this type of activity. If you experience a theft, burglary, etc. or notice any suspicious activity within the community, please contact the Aliso Viejo Police Department at (949) 771-6011 or 9-1-1, in case of an emergency.

In an effort to keep residents more informed of issues and events in the community, the Board of Directors would like to create a community email distribution list. If you are interested in having community updates sent to you via email, please visit Keystone Pacific's website at [www.keystonepacific.com](http://www.keystonepacific.com). You will need to create an account log in. Please contact Mindy Lewis at [mlewis@keystonepacific.com](mailto:mlewis@keystonepacific.com) for specific log in instructions or to obtain your account number. When important items come up that affects the residents, Management will send out a mass email to the residents that want to be a part of the community email directory. The community email directory can be a very useful tool and get information to residents quickly.

## **JUNE 2, 2015 BOARD MEETING RECAP**

The June 2, 2015 Board Meeting Recap will be posted in the August newsletter.

### **BOARD OF DIRECTORS:**

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

### **AVCA – DELEGATE**

**John Steward**

### **NEXT BOARD MEETING:**

The next Board meeting/ Annual Election of the Board will be held on July 14, 2015, in the Aliso Viejo Conference Center, 31 Santa Barbara, Aliso Viejo.

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](mailto: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](mailto:mlewis@keystonepacific.com)  
**Emergency After Hours: 949-833-2600**  
Fax: 949-833-0919

#### **BILLING QUESTIONS/ADDRESS CHANGES/WEBSITE LOGIN:**

Phone: 949-833-2600  
[customer@keystonepacific.com](mailto:customer@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.

## JULY 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.



- Keystone Pacific Closed in Observance Independence Day - Thursday, July 2nd at 1:00 P.M. and Friday, July 3rd the entire day
- 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!

### 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](mailto: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](http://www.kppmconnection.com).

### MAY 12, 2015 BOARD MEETING RECAP

- \* Board approved the April 12, 2015 General Session Board Meeting Minutes and Architectural Reports from 3/10/15-4/10/15.
- \* Board accepted the March 31, 2015 financial statement as submitted.
- \* Board approved to place a lien on APN #623-582-13 for outstanding assessments and applicable charges.
- \* Board approved the Executive Finance Committee report approving Management to contact the Association's legal counsel if necessary regarding improvements being made at an address without architectural approval.
- \* Board approved a proposal from Villa Park Landscape for the items generated from the April 16, 2015 landscape drive, for a cost of \$1,552.50.
- \* Board approved to approve a proposal from Armstrong/Robitaille/Riegle (A/R/R), the Association's current insurance company, to renew the Association's insurance policies for D&O, Liability, Property, Fidelity and Worker's Compensation for an annual premium of \$9,868.00.
- \* Board approved a proposed budget for 2015/2016 increasing assessments \$5.00/month from \$68.00/month to \$73.00/month starting July 1, 2015.
- \* Board decided to leave David Shafer and Rich Schlesinger on the Architectural Committee and not appoint two other homeowners to replace them. While the Board appreciates homeowners being interested in serving on the Architectural Committee, the Board would like to keep a couple Board members on the Architectural Committee to help with checks and balances.
- \* Board approved a proposal from Villa Park Landscape to remove the galvanized pipes and replace them with brown line UV pipes on the slope

### RODENT/INSECT TREATMENT NOTIFICATION

Animal Pest Management, the pest control company that services the community, will be treating the common areas for rodents on 7/10, 7/17, 7/24, and 7/31 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	