

July 2017

# PACIFIC RIDGE

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

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

## JUNE 1, 2017 BOARD MEETING RECAP

- Board approved the May 3, 2017 General Session Meeting Minutes/Architectural Report from 4/26/17-5/24/17.
- Board accepted the April 30, 2017 financial statement, as submitted.
- Board approved to place a lien on the following delinquent account for outstanding assessments and applicable charges: APN #623-542-08.
- Board did not approved any tree trimming or tree removals on the proposal from Villa Park Landscape and requested Management obtain a proposal for these items from Great Scott Tree Service. Board only approved installation of plant material on the proposal from Villa Park Landscape from the 4/24/17 landscape drive, for a cost of \$1,667.00.
- Board approved a proposal from Villa Park Landscape for items generated from the 5/18/17 landscape drive, for a cost of \$3,597.00. Board postponed further discussion on the proposal from Great Scott Tree Service for tree trimming & tree removals until the July 19, 2017 meeting, so Jeff Melin from Great Scott Tree Service could be in attendance to answer questions the Board may have. Board requested legal counsel to review the contract from Great Scott Tree Service for the three year tree trimming program and if they would like any revisions made, have them work directly with Great Scott Tree Service until a contract is drafted that is good for the Board to sign.
- Board denied a request from a homeowner to install a locking mailbox, but Management will provide them information on a locking insert that they can install inside their current mailbox.
- Board postponed further discussion on the Architectural Guidelines until the July 19, 2017 meeting, so a couple Board members can review them and make sure the verbiage is correct for items such as perimeter vinyl fences, outdoor storage sheds, patio covers, etc.

## ANNUAL MEETING AND ELECTION OF THE BOARD OF DIRECTORS AND AVCA DELEGATE

We did not have quorum to hold the Annual Election of the Board & AVCA Delegate on June 1, 2017 as we needed 51% or 335 ballots, and only received 99 ballots. All five (5) Board members are up for election since we did not achieve quorum last year. The three (3) Board members receiving the highest votes will serve for two (2) years and the other two (2) Board members will serve for one (1) year. If you haven't sent in your ballot, please do so we can make sure to have quorum to hold the election. Make sure you place your ballot in the white envelope, then place the white envelope in the yellow envelope and don't forget to write your name, address and sign the outside of the yellow envelope to ensure your ballot is valid. If you lost your ballot and need another one, contact Management. The Adjourned Annual Election of the Board & AVCA Delegate was held on June 22, 2017, but had not taken place yet when this newsletter was printed. If quorum was not achieved, the last Adjourned Annual Election will take place on July 19, 2017 after the Board meeting. Thank you!

### **BOARD OF DIRECTORS:**

President – Anton Leo  
Vice President – Kevin Haboian  
Treasurer – Rich Schlesinger  
Secretary – Mel Owens  
Member at Large – David Shafer

### **AVCA – DELEGATE**

David Shafer

### **NEXT BOARD MEETING:**

The next Board meeting will be held on July 19, 2017 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:**

Tanner Wallace  
Phone: 949-838-3246  
E-mail: [twallace@keystonepacific.com](mailto:twallace@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](mailto:customer-care@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 2017 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.
- Keystone Pacific Property Management LLC will be closed on Tuesday, July 4th in observance of the 4th of July holiday. Have a Happy & Safe 4th of July!



**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 - July 19, 2017 at 6:30 P.M. at the Aliso Viejo 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 [customer care@keystonepacific.com](mailto:customer care@keystonepacific.com) to request an ACH form.

### 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.



### SIGN UP FOR COMMUNITY

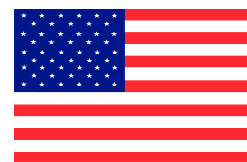
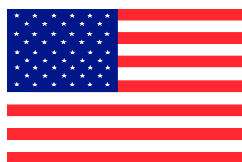
#### E-NEWS

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).

### PICK UP AFTER YOUR PETS



This is a friendly reminder to pick up after your pets and dispose of your doggy poop bags in a trash receptacle. Please be considerate and do not allow your dogs to defecate on homeowners' lawns. You, as a pet owner, are required to pick your pet's waste immediately when anywhere within Pacific Ridge and dispose of it in a sanitary manner. We appreciate your cooperation!



### RODENT/INSECT TREATMENT NOTIFICATION

Animal Pest Management, the pest control company that services the community, will be treating the common areas for rodents on 7/7, 7/14, 7/21 and 7/28 using the following pesticides:

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

# NEW PORTAL LAUNCHING



[WWW.KPPMCONNECTION.COM](http://WWW.KPPMCONNECTION.COM)

At Keystone Pacific, we are constantly striving to provide our clients the highest level of customer service and a superior management experience. In July, we will modernize the look of our portal to enable new exciting features within the next year. The new portal may look different, but it retains all of the features you currently use. The launch of our new look is just the first step in offering you the best-in-class tools so that you can manage your account in a way that suits your busy life. Stay tuned for more updates on exciting new features.

## USE ON ALL DEVICES

Our new website will be available on all devices; including desktops, tablets and smart phones.



## LOGIN INFORMATION

Please log in to [www.kppmconnection.com](http://www.kppmconnection.com) using your email address and password. If you have not registered, please have your billing statement available to enter in the required information.



## NEED ASSISTANCE?

STARTING JULY 15TH  
Extended Customer Service Hours  
9:00 AM to 9:00 PM  
Customer Care: (949) 833-2600 or  
[customercare@keystonepacific.com](mailto:customercare@keystonepacific.com)

