

AUGUST 2018

# PACIFIC RIDGE COMMUNITY ASSOCIATION

www.pacridge.net

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

## ADJOURNED ANNUAL MEETING & ELECTION OF THE BOARD OF DIRECTORS & AVCA DELEGATE

We did not reach quorum to hold the Adjourned Annual Election of the Board & AVCA Delegate on June 25, 2018 as we needed 25% or 164 ballots, and only received 122 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. The third attempt of the Adjourned Annual Election of the Board & AVCA Delegate was held after this newsletter went to print and an additional update on the results will be in the September Newsletter. If quorum is not achieved, the current Board of Directors will serve until the next election in June 2019.

## HVAC VENDOR SUGGESTION

Alicia Air Conditioning & Heating, Inc. (949) 216-0428  
It is suggested to maintain your HVAC units on a bi-annual basis to be sure that it is operating at optimum level and that you do not incur any unnecessary property damage from a leaking AC condensate line, rusted out pan or overflowing pan.

Follow this guide for changing your HVAC air filter:

- Vacation home or single occupant w/o pets or allergies: every 6-12 months
- Average suburban home w/o pets: every 3 months
- Add a dog or cat: every two months
- Add more than one pet or anyone w/ allergies: every 20-45 days

**PARKING:** We are kindly requesting that you exhibit extreme consideration and courtesy to all of your surrounding neighbors when it comes to your household's extra vehicles. We ask that you utilize your garage and driveways for the parking of all of your vehicles and refrain from parking your vehicle in a manner that blocks the path of travel on the sidewalk. Please be cognoscente of the visibility your neighbor needs to back out of their garage freely and safely and do not park too close to your neighbor's mailbox as this can make it very difficult for the USPS Postman to deliver mail and for the homeowner to retrieve their mail.

### BOARD OF DIRECTORS:

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

### NEXT BOARD MEETING:

**Wednesday, August 1, 2018**  
6:00 PM @ The Aliso Viejo Center  
31 Santa Barbara Drive, CA 92656

*The final agenda will be posted in an agenda box at the tot lot on Stonebrook. You may also obtain a copy of the agenda by contacting Management at 949-838-3202.*

### IMPORTANT NUMBERS:

#### ASSOCIATION MANAGER:

**Adrian Robertson**  
Phone: 949-838-3202  
Fax: 949-833-0919  
arobertson@keystonepacific.com

**Emergency After Hours:**  
**949-833-2600**

#### COMMON AREA ISSUES:

Larissa Rounsaville  
Phone: 949-838-3293  
lrounsaville@keystonepacific.com

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

Phone: 949-833-2600  
customercare@keystonepacific.com

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

## AUGUST 2018 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.
- Refuse Collection Day – Tuesdays
- Street Sweeping: 1st and 3rd Wednesdays of the month
- **Board Meeting:** Wednesday August 1, 2018  
**Time:** 6:00 PM  
**Location:** The Aliso Viejo Center  
 31 Santa Barbara Drive  
 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](mailto:customercare@keystonepacific.com) to request an ACH form.

### 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).

### 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.



## ORANGE COUNTY FIRE AUTHORITY-WILDFIRE RISK REDUCTION NOTIFICATION FOR PACIFIC RIDGE

Pacific Ridge is considered a high risk wildfire area and a comprehensive walk of the slopes was conducted with a representative from the Orange Country Fire Authority, the landscape vendor and Management. OCFA is mandating a strict enforcement of all slopes in Pacific Ridge. We have been told we must remove all dead and dying plant material, establish horizontal separation between all trees and shrubs with a height reduction of all shrubs to two (2) feet. The slope appearance is going to change drastically; however, we must comply with the OCFA mandate and keep the Pacific Ridge Homeowners investment and lives as safe as possible. This is a serious mandate that will trump all complaints about the appearance of the slopes throughout Pacific Ridge.

## HOME AND PROPERTY MAINTENANCE REMINDER/REQUEST

In our busy lifestyles, we often miss common home and property maintenance items. Please take a minute to survey your home and property for the following commonly overlooked HOA maintenance requests:

- Peeling/ worn out address numbers
- Lawn maintenance-mow and weed your lawn
- Overgrown plant material
- Dead Palm fronds
- Garage door painting
- Exterior home painting
- Fence Maintenance
- Tash receptacles being stored in view of the common area, when not in use

Please remember that an architectural application is required for any exterior modification, including front and backyard modifications. Neighbor awareness forms are required to be submitted and written approval from the Architectural Review Committee, via the Managing Agent, must be received before you commence with any work on your property.