

OCTOBER 2017

ANTIGUA OWNERS of MONARCH BEACH

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

BOARD MEETING HIGHLIGHTS - AUGUST 22, 2017

Executive Session

- Approved the July 25, 2017 Executive minutes.
- Discussed security cameras and homeowner matters.
- Discussed the Delinquency Report dated August 7, 2017.



General Session

- Approved the July 25, 2017 General Minutes.
- Received and filed the Architectural Submittal Report from August 1, 2016 to August 14, 2017.
- Approved the architectural application for 30 Saint Kitts, for brown window frames, with the condition that the French doors remain white.
- Accepted the July 31, 2017 financial statement.
- Discussed the draft July 2017 Pavement Evaluation and Report and proposals prepared by Ed Perez of LaBelle Marvin for the street repairs project. Jim Bradley will follow up regarding the scope of work and will discuss the proposed funding plan at the next Board meeting.
- Approved the proposal from Grant's Landscape Services for the tree trimming this fall, including 6 additional Italian Stone Pine trees along Monarch Beach Drive that were omitted in 2016 and the Podocarpus trees at the end of the Saint Michael cul-de-sac, at the cost of \$5,220.00.

BOARD OF DIRECTORS:

President: Eric Fleetwood
Vice-President: Mark Rosen
Treasurer: Jim Bradley
Secretary: Jack Screeton
Member-at-Large: Castine Hauser

NEXT BOARD MEETING:

Tuesday, October 24, 2017
6:00 p.m. @ Dana Hills Tennis Center

The final agenda will be posted at the Monarch Beach Master Association gates. You may also obtain a copy of the agenda by contacting Management at 949-430-5811.

IMPORTANT NUMBERS:

ASSOCIATION MANAGER:

Rosmen Paguio, CMCA
Phone: 949-430-5811
Emergency After Hours: 949-833-2600
Fax: 949-833-0919
rpaguio@keystonepacific.com

COMMON AREA ISSUES:

Deborah Marino, Associate
Phone: 949-838-3273
dmarino@keystonepacific.com

BILLING QUESTIONS/ ADDRESS CHANGES/ WEBSITE LOGIN:

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

ARCHITECTURAL SUBMITTALS:

architectural@keystonepacific.com

INSURANCE BROKER:

Armstrong/Robitaille/Riegle
830 Roosevelt, Suite 200 Irvine, CA 92620
Phone: 949-487-6131
Fax: 949-487-6151

PARKING PATROL SERVICE:

Patrol One: 714-541-0999

MONARCH BEACH GATE HOUSES:

Niguel Road: 949-496-8495
Open 24 hours/7 days per week
Stonehill Drive: 949-661-9602
Open 7 days per week from
6:00 a.m. to 10:00 p.m.

WEBSITE:

<http://www.antiguahoa.com>

OCTOBER 2017 REMINDERS

Keystone Pacific will be closed on Monday, October 9, 2017, in observance of Columbus Day.

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.

Street Sweeping Days - 2nd & 4th Mondays

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

Tuesday, October 24, 2017
Board Meeting @ 6:00p.m.
Dana Hills Tennis Club
24911 Calle de Tennis, Dana Point, CA



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.keystonepacific.com.

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.

BOARD MEETING HIGHLIGHTS - AUGUST 22, 2017 (continued)

- The Architectural Committee is working on the proposed new paint colors, as recommended by the architectural consultant, and will have a paint color report at the next Board meeting. The Streetscape Report regarding the architectural style of the community by Jeffrey Smith, AIA, of Smith Architects, the architectural consultant, is posted on the Association's website.
- Approved the proposal from Pilot Painting & Construction, to paint the stucco wall on Saint Annes, between Saint John and Saint Michael, with no bleach to be used in power washing, at the cost of \$2,150.00.

ARCHITECTURAL APPLICATION – REMINDERS

Please make sure the writing in your architectural application is legible when you submit an architectural application. If the writing is not legible, the architectural application will be returned to the homeowner as incomplete.

An architectural application should be submitted for satellite dish installations, with the location where the satellite dish will be installed. As a reminder, the wiring for the satellite dish needs to be installed in a neat and professional manner.

JULY 2017 FINANCIAL

	<u>Y-T-D ACTUAL</u>	<u>Y-T-D BUDGET</u>
Utilities	\$5,822.52	\$8,050.00
Landscape Maintenance	\$39,653.77	\$47,243.00
Contracts, Maintenance & Repairs	\$6,477.98	\$6,370.00
Administration	\$29,933.12	\$38,059.00
Reserves	\$97,979.25	\$97,629.00

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

Dear Homeowner:

The Annual Election will be held in January 2018. If you are interested in serving on the Board, please complete this application and return it to KEYSTONE PACIFIC PROPERTY MANAGEMENT, LLC at the office address displayed below. The deadline to submit is on **P qxgo dgt '52.'4217'čv7<22'RO**.

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)

**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: _____