

FEBRUARY 2018

ANTIGUA OWNERS of MONARCH BEACH

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



ARCHITECTURAL COMMITTEE NEWS

The Architectural Committee is working with Vista Paint to up date our approved paint colors. We're planning to test the colors on a residences house to see if they work for houses. Residences planning to paint their houses should wait until the new colors have been approved as some colors are being deleted. We will keep you posted!

ANTIGUA RESIDENT REMINDERS

- ⇒ Trash cans should be placed at the curb no earlier than Wednesday night and retrieved no later than Thursday night.
- ⇒ Dog waste is to be retrieved immediately after deposited in the Antigua common areas and residential landscaped areas.
- ⇒ When changing light bulbs, please be mindful that the light is not shining into your neighbors windows, as it is disruptive to them at night.
- ⇒ Now is a good time to inspect your utility cabinet doors for repairs/replacement and painting. Several have been noted to require maintenance. Doors can be purchased through Ganahl Lumber.
- ⇒ Planning an exterior improvement or renovation this year? Please make sure you submit an architectural application and received approval BEFORE you begin your project. Residents who do not obtain the required approval prior to beginning an improvement are subject to hearings and fines.
- ⇒ All property improvements performed must be in compliance with city requirements. If a permit is required, it is up to you, the property owner, to obtain the property permits and maintain your property in compliance with city requirements.
- ⇒ Each resident is responsible to maintain the plant material in such a way as to not impede access or interfere with the access to the utility cabinet and electrical panel of their neighbors. Please take a moment to inspect these areas and trim back or relocate any plant material that may pose an access problem to your neighbor.
- ⇒ If parking a vehicle on the street, the vehicle must be facing in the direction of the correct flow of traffic for the side of the street. Parking against the flow of traffic is prohibited.



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, February 27, 2018
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>



FEBRUARY 2018 REMINDERS

Keystone Pacific will be closed on Monday, February 19, 2018, in observance of President’s 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, February 27, 2018
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: customer care@keystonepacific.com to request an ACH application.

PLEASE TAKE NOTE:

- For common area maintenance issues, please call Deborah Marino at 949-838-32673 or email her at dmarino@keystonepacific.com to place a work order. For example, is there a street light out? Is there a broken sprinkler in the common area? Call Deborah, and she will assist you!
- Have a question on your statement or need to make an assessment payment over the phone? You may contact customer service at 949-833-2600 or email customer care@keystonepacific.com.
- Management is instructed to send out courtesy letters to homeowners who violate common area rules and regulations. If you leave your trash cans out in common area view past the day of pick up, do not mow/edge your grass in a timely manner, or change the exterior of your property without an authorization, chances are, you will get a courtesy communication letter. DON’T PANIC!! Please call your property manager, Rosmen Paguio at 949-430-5811 or email her at rpaguio@keystonepacific.com to explain the situation! We are here to maintain the community but also look out for the best interest of the homeowners.

AFTER-HOURS EMERGENCY LINE

Keystone Pacific offices will be closed on February 19, 2018, in observance of President’s Day. If an Association common area matter requires immediate attention after Keystone Pacific’s regular office hours, please call **949-833-2600** and the emergency on-call manager will be happy to assist you. Please call 9-1-1 for life threatening emergencies.

OCTOBER 2017 FINANCIAL

	<u>Y-T-D ACTUAL</u>	<u>Y-T-D BUDGET</u>
Utilities	\$11,184.95	\$13,800.00
Landscape Maintenance	\$52,563.06	\$80,988.00
Contracts, Maintenance & Repairs	\$9,123.70	\$10,920.00
Administration	\$41,191.55	\$ 65,244.00
Reserves	\$140,295.38	\$167,364.00