

JUNE 2019

# ANTIGUA OWNERS of MONARCH BEACH

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

## BOARD MEETING HIGHLIGHTS – May 28, 2019

### Executive Session

- March 26, 2019 and April 16, 2019 Minutes were discussed
- Delinquency Report was discussed.
- Homeowner and legal matters were discussed.



### General Session

- April 16, 2019 Minutes were not approved, pending corrections to be made.
- Architectural Submittal Report dated May 20, 2019 was not approved, pending a full Architectural Submittal Report with addresses and the most current status of all open architectural applications to be provided.
- Approved the LaBelle-Marvin, Inc. contract for the street repairs project for Saint John, as presented, subject to review by the Association's attorney and final review by the Executive Committee.
- Approved to contract 24-hour guard service to be present during the street repairs project, at a cost not to exceed \$12,000.00.
- Approved mailing a copy of the Proposed Architectural Committee Rules, Architectural Application, Neighbor Awareness Form and House Painting Application, as prepared by Architectural Committee Member, Gena Stinnett for the 28-day comment period.
- Approved the March, April and May 2019 Architectural Committee Minutes, as presented.
- April 30, 2019 Financial Statement was not approved as presented, due to an irregularity in the disbursement amounts regarding Reserve Contingency.
- Ratified the May Reserve Transfer of \$15,870.00 for Antigua Owners Association.
- Approved placing a lien on the delinquent account for APN #672-432-01 for outstanding assessments and applicable charges.
- Authorized Jim Bradley to approve the monument lighting improvements in between Board meetings, at a cost not to exceed \$2,000.00.
- Did not approve the Proposed Fine Schedule, as presented.
- Approved the proposal for \$1,989.00 for miscellaneous landscape items discussed during the May landscape walk from Grant's Landscape Services.



### **BOARD OF DIRECTORS:**

**President:** Mark Rosen  
**Vice-President:** Diane Lupo  
**Treasurer:** Jim Bradley  
**Secretary:** Eric Fleetwood  
**Member-at-Large:** Gary Schneider

### **NEXT BOARD MEETING:**

**Tuesday, July 23, 2019**  
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: 949-377-3309  
rpaguio@keystonepacific.com

#### **COMMON AREA ISSUES:**

**Kevin Tan, Associate**  
Phone: 949-838-3264  
ktan@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>

## JUNE 2019 REMINDERS

- **Keystone Pacific will be closed on July 4, 2019, in observance of Independence 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, July 23, 2019**  
**Board Meeting @ 6:00p.m.**  
**Dana Hills Tennis Club**



## PAYMENT UPDATE:

As a friendly reminder, your account number and where to send your assessment payment changed in April this year.

To avoid any delays in processing your assessment payments, please update your records.

Your new 10 digit account number can be found in your billing statement. The new payment address will be:

**File 1958, 1801 W. Olympic Blvd.  
Pasadena, CA 91199-1958.**

### BOARD MEETING HIGHLIGHTS – May 28, 2019 (continued)

- Authorized the Executive Committee to approve an additional \$3,500.00 for pothole repairs.
- Approved to roll over the Reserve CD with CIT Bank CD in the amount of \$50,926.06 for a term of six months upon maturity on June 13, 2019.



### CALLING KEYSTONE AFTER-HOURS

After regular business hours, Keystone Pacific Property Management (KPPM) has a very efficient Emergency Response System in place to handle *appropriate emergencies*, which are situations that can cause property damage.



KPPM can do little about your neighbor's dog barking at 3:00 a.m., but a call to the neighbor or, as a last resort, a call to the local police, about the disturbance, may help get immediate attention. The best way for this kind of situation to be handled is for you and other affected neighbors to report it, in writing, to the Board of Directors in care of KPPM.

Prowlers and vandals are best handled by local law enforcement officials. This is not to say that the Board or Management does not want to know about this activity, they do! In order to monitor the community quickly and effectively, response and enforcement is more impactful when it comes from the Police or Sheriff's Department.

If a broken common area sprinkler or irrigation timer is threatening property, KPPM After-Hours Emergency should be notified immediately. If the issue can be solved by an Association vendor during normal business hours, at no additional after-hours charge, then the issue should not be reported to the emergency line.

Remember, the Board of Directors and KPPM depend upon the eyes and ears of the community to make sure that all of the community's needs are met. Please do not hesitate to contact KPPM during normal business hours, with any questions you may have, about the after-hours policy.

### APRIL 2019 FINANCIAL

	<u>Y-T-D ACTUAL</u>	<u>Y-T-D BUDGET</u>
Utilities	\$2,707.88	\$5,440.00
Landscape Maintenance	\$24,720.20	\$26,908.00
Contracts, Maintenance & Repairs	\$3,956.04	\$3,956.00
Administration	\$19,836.02	\$23,636.00