

DECEMBER 2019

ANTIGUA OWNERS of MONARCH BEACH

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



HAPPY 2020!

The Board wishes all homeowners a very happy, healthy and prosperous New Year! We look forward to keeping Antigua a very special place in the New Year by maintaining and enhancing its landscaping and infrastructure.

BOARD MEETING AND ANNUAL ELECTION

The next Board of Directors Meeting is scheduled at 6:00 p.m. on Tuesday, January 28, 2020 at the Dana Hills Tennis Center, 24911 Calle De Tennis, Dana Point CA 92692.



The Annual Membership Meeting and Election is also being scheduled on the same date. The Annual Election material is being mailed by The Ballot Box, the Inspector of Election and Custodian of Ballots.

BOARD MEETING HIGHLIGHTS—DECEMBER 5, 2019

Executive Session

- Approved the October 22, 2019 Executive Session Board Meeting Minutes and discussed hearings, homeowner and legal matters.



General Session

- Approved the October 22, 2019 General Session Board Meeting Minutes, as submitted.
- Received and filed the Architectural Submittal Report dated November 26, 2019.
- Reviewed and accepted the October 31, 2019 Financial Statement.
- Ratified the amount of \$15,870.00 for the November and December Reserve Transfers.
- Approved placing a lien on the delinquent account for APN #672-432-01 for outstanding assessments and applicable charges.



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, January 28, 2020
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:

Robert L. Williams Associate
Phone: 949-503-0342
rlwilliams@keystonepacific.com

BILLING QUESTIONS/ ADDRESS CHANGES/ WEBSITE LOGIN:

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

ARCHITECTURAL SUBMITTALS:

architectural@keystonepacific.com

INSURANCE BROKER:

Armstrong/Robitaille/Riegler
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>



DECEMBER 2019 REMINDERS

- Keystone will be closed on Tuesday, December 31st, observance of New Year's Eve, and on Wednesday, January 1st, in observance of New Year'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.
- Next Board Meeting @ 6:00p.m.
Tuesday, January 28, 2020
Dana Hills Tennis Club
24911 Calle de Tennis, Dana Point, CA



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 email to customer care@keystonepacific.com to request an ACH application.

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.

FIREPLACE SAFETY TIPS FOR THE WINTER



Now that winter has arrived, many people will light their fireplaces to warm a chilly night or to create a festive atmosphere. However, without following certain precautions, a cozy fire could become dangerous. If you plan on using your fireplace this season, be sure to follow these safety tips provided by the Fire Authority:

- Make sure your chimney has a spark arrestor.
- Clean your fireplace and chimney, each winter, before you use them. Have the chimney inspected by a professional who can recommend repairs.
- Always open the chimney flue or damper to allow smoke and carbon monoxide to escape.
- Never use kerosene or any other lighter fluid in your fireplace.
- Remove flammable materials from your mantel. A spark from the fireplace could easily ignite these materials.

SPEED REMINDER

Please be mindful of your speed when driving throughout the community, as there are many adults and children who enjoy walking through our beautiful community.



TRASH CONTAINERS

Please refrain from leaving your trash containers out in view of the common area for days on end. Not only does it make your neighborhood look unkempt, but it also attracts disease carrying rodents and other large unwanted animals. The Antigua Owners Association is kindly requesting your courteous action in storing your trash containers inside your garage.



OCTOBER 2019 FINANCIAL

<u>OCTOBER 2019 FINANCIAL</u>	<u>Y-T-D ACTUAL</u>	<u>Y-T-D BUDGET</u>
Utilities	\$10,496.49	\$13,600.00
Landscape Maintenance	\$56,344.23	\$67,270.00
Contracts, Maintenance & Repairs	\$11,822.41	\$9,890.00
Administration	\$58,804.42	\$59,090.00