

December 2016

PACIFIC ISLANDS VILLAGE III

www.piv3hoa.com

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



"Colorful candles burning bright, each lit on eight very special nights."

- Author Unknown

Have a safe and Happy Holidays, and a Happy New Year from all of us at Keystone Pacific Property Management, Inc.



ANNUAL ELECTION AND MEETING

The Annual Election will be held January 26, 2017, at 6:00 P.M. at the Community Clubhouse, 31110 Flying Cloud, Laguna Niguel, CA.

Please **mail your ballot**; we need to make **quorum or another meeting will need to be scheduled at additional costs to the homeowners.**

Remember to insert the white ballot envelope into the special brown envelope, and don't forget to write your information in the upper left hand corner and **sign it** or your ballot will be invalid.



HOW TO VOTE

Valid Ballots – Secret Ballot System – It's easy!

- Fill out the Ballot – vote for your choice of Directors and on the IRS ruling. Please read it carefully.
 - Place the Ballot in the plain white envelope.
 - Place the plain white envelope in the special brown envelope.
 - Print your name and address, clearly, on the upper left hand corner and then **SIGN IT** under your address.
- Mail it back to Keystone Pacific – The Special Brown Envelope has been addressed and the postage is paid.

BOARD OF DIRECTORS:

President: Saundra Mulato
Vice-President: Gary Moeller
Treasurer: Jim Vale
Secretary: Elisa Nardulli
Member-at-Large: Dan Di Giacomo

NEXT BOARD MEETING:

Monday, December 12, 2016
6:00 P.M. @ Community Clubhouse
31110 Flying Cloud Drive
Laguna Niguel CA 92677

The final agenda will be posted at the bulleting board at the pool. You may also obtain a copy of the agenda by contacting management at 949-838-3207.

IMPORTANT NUMBERS:

ASSOCIATION MANAGER:

Bea Garrahy
Phone: 949-838-3207
Emergency After Hours: 949-833-2600
Fax: 949-833-0919
bgarrahy@keystonepacific.com

COMMON AREA ISSUES:

Ernan Gama
Phone: 949-838-3269
egama@keystonepacific.com

BILLING QUESTIONS/ ADDRESS CHANGES/ WEBSITE LOGIN:

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

ARCHITECTURAL DESK:

Phone: 949-838-3239
architectural@keystonepacific.com

INSURANCE BROKER:

(Name) / (Address) / (Phone)

CLUBHOUSE RESERVATIONS:

Obtain Reservation form on the website and submit with required deposits.

POOL KEYS:

Contact Lilly Luong at 949-838-3207.
1st key is at no charge and replacement or additional keys are \$100.00.

December 2016 REMINDERS

- Keystone Pacific Closed in Observance of the Holiday Season -
 - * Christmas Eve - Friday, December 23rd
 - * Christmas Day - Monday, December 26th

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.

- Trash Pick-Up Day - Fridays
Please remove trash cans from the common areas after this day.
- Monday, December 12, 2016 - Board Meeting @ 6:00 P.M.
Location: Community Clubhouse
31110 Flying Cloud, Laguna Niguel, 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.

DECORATION SAFETY TIPS

- Check each set of lights, new or old, for broken or cracked sockets, frayed or bare wires, or loose connections. Discard damaged sets or repair them before using.
- Use no more than three standard size sets of lights per single extension cord.
Turn off all lights on trees and other decorations when you go to bed or leave the house. Lights could short and start a fire.
- Keep a fresh tree watered regularly and please keep it away from fireplaces, radiators or other heat sources.
- Candle safety – Always use non-flammable holders and ones rated for candle usage. Place candles where they cannot be knocked down or blown over.
- Traditional luminaries can be a fire hazard, investigate alternative light sources such as glow sticks or battery operated candles.
- Before lighting any fire, remove all greens, boughs, papers and other decorations from the fireplace area.
- Check to make sure that the flue is open. Perhaps it is time to have your fireplace serviced and/or cleaned.



- Please remove holiday decorations by January 14, 2017
- Have a Safe and Happy Holiday Season!!



COMMON AREA REQUEST

Please contact Ernan Goma at 949.838.3269 or via email at egama@keystonepacific.com if you have any requests regarding the common area maintenance for the community. For example, if a sprinkler is running or other landscape issue or you need an architectural application, Ernan can place a work order for these issues or e-mail the architectural application to you.