

DECEMBER 2018

PACIFIC ISLAND VILLAGE

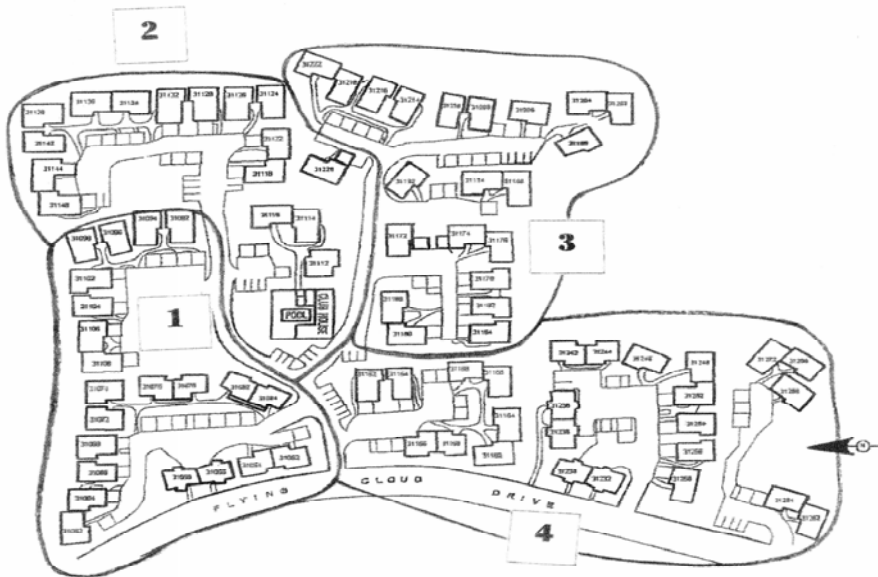
www.piv3hoa.com

Professionally Managed by Keystone Pacific Property Management, LLC - 3155-D Sedona Court, Suite 150, Ontario, Ca 91764

LANDSCAPE REQUESTS

Management is requesting that homeowners do not request special work to be done at their homes or in other areas that they are not in at the moment. The gardeners have a schedule to follow and stopping them slows down their progress. The community is broken down into 4 sections. Each section corresponds to the week of the month. Below is the map showing homeowners which section their home is in and when they can expect landscape maintenance. The map and monthly service calendar will also be posted on the website. If you have any landscape requests please send Trina Alexander an email and she will notify The Soto Company with your request.

Pacific Island Village III
Section Map



Created by
The Soto Company
(949) 493-9403

BOARD OF DIRECTORS:

President: Sandra Mulato
Vice-President: Gary Moeller
Treasurer: Bhavna Nayar
Secretary: Elisa Nardulli
Member-at-Large: Christine Johnson

NEXT BOARD MEETING:

Tuesday, December 4, 2018
6:00 P.M. @ Community Clubhouse
31110 Flying Cloud Drive
Laguna Niguel CA 92677

The final agenda will be posted at the bulletin board at the pool. You may also obtain a copy of the agenda by contacting management at 909-297-2556.

IMPORTANT NUMBERS:

ASSOCIATION MANAGER:

Trina Alexander
Phone: 909-297-2556
Emergency After Hours: 909-297-2550
Fax: 949-833-0919
talexander@keystonepacific.com

COMMON AREA ISSUES:

Hannah Rangel
Phone: 909-297-2558
hrangel@keystonepacific.com

BILLING QUESTIONS/ ADDRESS CHANGES/ WEBSITE LOGIN:

Phone: 909-297-2550
customercare@keystonepacific.com

ARCHITECTURAL DESK:

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

CLUBHOUSE RESERVATIONS:

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

POOL KEYS:

Contact Hannah Rangel at 909-297-2558.
1st key is at no charge and replacement or additional keys are \$100.00.

DECEMBER 2018 REMINDERS



- For after-hours association maintenance issues, please call 909-297-2550 to be connected with the emergency service line. Please call 9-1-1 for life-threatening emergencies.
- Trash Pick-Up Day - Fridays
- Tuesday, December 4, 2018 - Board Meeting @ 6:00 P.M.
Location: Community Clubhouse, 31110 Flying Cloud, Laguna Niguel, CA
- Keystone Pacific will be closed on and December 24th and December 25th for the Christmas Holiday and 12/31 for New Years

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 909-297-2550 or send an e-mail to customercare@keystonepacific.com to request an ACH application.



PAINTING UPDATE

Action Painting will begin painting on January 7, 2019. Prior to that date, Action Painting will be sending out a schedule that they will be following for the painting, so homeowners will know when to expect their units to be painted and they will also be distributing door tags on the first homes to be painted. Management will also post the schedule on the community website.

2019 ANNUAL MEETING

The Annual Election will be held January 22, 2019, 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.

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, 2018