

September 2016

CASTELLINA

www.castellinaho.org



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

UPCOMING ANNUAL ELECTION

The Annual Election Meeting is scheduled to take place on September 15, 2016.

There are three (3) positions open for the September 15, 2016 Annual Election. The Election Notice and Ballot were mailed to you in July, so please be sure to read the directions carefully and complete the ballot and envelope as follows:



Valid Ballots – Secret Ballot System

- Fill out Ballot – vote for your choice of directors and on the IRS ruling.
 - **Place Ballot in the plain white envelope.**
 - **Place plain white envelope in the special brown envelope.**
 - **Write clearly your name and address 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 postage is paid.**

BACKYARD MAINTENANCE

It has come to Management's attention that the plant materials in homeowners back yards are over grown and encroaching onto the Association's common areas and fences. When the plant material is overgrown into the common area pathways behind the homes it is difficult for the landscapers to access the landscaping on the slopes in these areas. The Board and Management request that you have your gardeners trim the over grown plants and vines away from the back yard fencing and maintain the vegetation on a regular basis. Also, please check your irrigation to make sure that the timers so that the back yard plants are not being over watered and water run off to the slope.



BOARD OF DIRECTORS:

President: David Viers
Vice-President: Elizabeth Edwards
Treasurer: Bob Daly
Secretary: Era Swanepole
Member-at-Large: Lynne Vacketta

NEXT BOARD MEETING:

Thursday, September 15, 2016 @ 6:00 P.M.

Avendalle Clubhouse
1 Daisy Street
Ladera Ranch, CA 92694

The final agenda will be posted at the mailboxes. 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:

Lilly Luong
Phone: 949-838-3269
lluong@keystonepacific.com

BILLING QUESTIONS/ ADDRESS CHANGES/ WEBSITE LOGIN:

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

INSURANCE BROKER:

Spectrum Risk Insurance Company
Contact: Carol Wolfe
949-756-7530

GUARD HOUSE:

Antonio Gate: 949-429-6081
Sienna Gate: 949-218-2403

SUB/MASTER INFO:

First Service Residential
Maintenance: 949-218-0900 ext. 100
(Sue White)

September 2016 REMINDERS

- Keystone Pacific Closed in Observance of Labor Day - Monday, September 5th

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.
- Thursday, September 15, 2016 - Board Meeting @ 6:00 P.M.
Location: Avendale Clubhouse
1 Daisy Street, Ladera Ranch, 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.

Castellina Neighborhood Corporation Treasurer's Report August 2016



First, I would like to introduce myself. I'm your newly elected Board member, Bob Daly, and also the Treasurer for the Castellina Neighborhood Corporation. Starting with the September edition of the Castellina Newsletter, I will be providing you with The Treasurer's Report. My goal is to keep you informed about how your association dues are being spent, and other information about expenses, revenues, and financial updates about our neighborhood.

I would like to start with some good news. The builder of Castellina installed three photovoltaic systems (solar panels) in our neighborhood and all three photovoltaic systems are now producing electricity. Castellina's electricity bill is about \$500 each month which is for electricity to power the neighborhood's exterior lighting, street lights, and the irrigation system. Our solar system should greatly reduce our electricity bill. In the next newsletter (November 2016), I should be able to report to you the amount of savings on our electric bill.

All Castellina homeowners are provided with the Association's financial schedules each year. The length of these can be intimidating and time-consuming to read. To help you get a sense of how your association dues are spent, I created a pie chart and collapsed the detailed expense categories into just five summary categories, Administration (mostly insurance, the management company, and taxes), Contract Maintenance and Repairs (the maintenance and repair of the exterior our building, patrol service, fire alarm systems, etc.), Land Maintenance, Reserves, and Utilities. Your Board of Directors attempts to reduce or maintain expenses in all the categories. Utilities expenses should be decreasing this year, as mentioned above. The one category that is very important to the long-term financial health and maintenance of our community is the allocation (or "expense") of dues into the Reserves. You can see that Reserve "expenses" are 25% (about \$75) of your monthly dues. Reserves are needed so we are able to meet all need future expenses such as exterior painting, stucco repair, repaving streets, etc. The funding needed for these future expenses are detailed in the Castellina Reserve Analysis Report of January 7, 2016.

I hope the Treasurer's Report will be helpful and useful for each of you. I will be providing you regular reports on how your dues are being spent and about the financial health of our community.

Castellina Neighborhood Corporation
Expenses for Fiscal Year 2016
(Year ending on May 31, 2016)

