

November 2018



# CASTELLINA

www.castellinaho.org

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



As we express our gratitude, we must never forget that the highest appreciation is not to utter words, but to live by them.

~John Fitzgerald Kennedy

## Castellina Landscape Committee Now Forming

### *Committee Members Needed*

The Board of Directors is establishing a Landscape Committee for Castellina. The Committee will be developing recommendations for landscape plans and enhancements and submitting those recommendations to the Board for consideration and possible adoption. The Committee will meet once each month on a Wednesday. The exact schedule and time of each meeting will be determined by the committee's members.

Any homeowner may serve on the committee. The Board is also hoping that one or two homeowners from each street will join the committee, especially those with landscape design experience.

If you are interested in serving on the Landscape Committee, please contact Bea Garrahy via email at [bgarrahy@keystonepacific.com](mailto:bgarrahy@keystonepacific.com) by December 1, 2018.



#### BOARD OF DIRECTORS:

**President:** David Viers  
**Vice-President:** Elizabeth Edwards  
**Treasurer:** Bob Daly  
**Secretary:** Lynne Vacketta  
**Member-at-Large:** Denise Newry

#### NEXT BOARD MEETING:

**Thursday, December 13, 2018, at 4:00 pm.**  
**Avendale Clubhouse**  
**1 Daisy Street, Ladera Ranch, CA**  
*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](mailto:bgarrahy@keystonepacific.com)

##### COMMON AREA ISSUES:

**Chandler Schuyler**  
Phone: 949-838-3269  
[cchuyler@keystonepacific.com](mailto:cchuyler@keystonepacific.com)

##### BILLING QUESTIONS/ ADDRESS CHANGES/ WEBSITE LOGIN:

Phone: 949-833-2600  
[customercare@keystonepacific.com](mailto:customercare@keystonepacific.com)

##### ARCHITECTURAL DESK:

Phone: 949-838-3239  
[architectural@keystonepacific.com](mailto:architectural@keystonepacific.com)

##### INSURANCE BROKER:

Roy Palacios Insurance Agency  
949-582-0964



## November 2018 REMINDERS

- Keystone Pacific Closed in Observance of the Following Days -
  - \* Veteran's Day- Monday, November 12th
  - \* Thanksgiving - Thursday, November 22nd
  - \* Day After Thanksgiving- Friday, November 23rd
- 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.
- Next Board meeting to be determined



### 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](http://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](mailto:customer care@keystonepacific.com) to request an ACH application.

### SATELLITE DISH INSTALLATION

Per the Association's CC&R's, Article II, Use Restrictions, Section 2.7, Antenna Restrictions, etc., Section 2.7.1 Restrictions on Installation state that the satellite dish may be installed only within the Unit or in the Exclusive Use area, provided that no exterior surface of the residential building is pierced, damaged or otherwise modified by the installation. The Association has the authority to approve the architectural application for the location of where the satellite dish is installed.

**Please be sure to submit the architectural application prior to scheduling the installation of the satellite dish to ensure that it is being installed in an approved location.**



### UPDATE YOUR EMAIL ADDRESS

Your Board of Directors is asking all Castellina homeowners and residents to provide KeystonePacific with their email address. Email provides a quick way for information to flow to homeowners and residents, and it will help the Board reduce Castellina's printing and mailing expenses. In the last fiscal year, the annual expense was \$4,651.00. If you have not already done so, please register your email address by starting at <http://castellinahoa.org> and clicking (or tapping) on "View Statement/Pay Bill". You will then be at the KeystonePacific site and here click (or tap) on "Change Notification Settings" under "My Profile" to add or update your email address. Thank you. Castellina Board of Directors

