

MAY 2019

CASTELLINA

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

TREE TRIMMING

The Board of Directors has approved a tree trimming contract with Coastline Landscape so the community can have regularly scheduled tree trimming. Coastline Landscape schedules the work by street and tree type, so please be patient as work progresses around the neighborhood. The Board will be reviewing the annual tree trimming budget so regular trimming of the Cypress trees in front of the homes will be included in the tree trimming contract.



POD STORAGE UNITS AND DUMPSTERS

The Board would like to remind homeowners that prior approval is required to have a storage POD delivered to the property. Please plan ahead and provide a 7-10 day request to Management with delivery date, location and time period needed, for the storage POD. Management will request approval from the Board and will notify you of the Boards approval. Dumpsters will also require prior approval from the Board and may require a deposit in case of damages to the common area streets, sidewalks or landscape.

BACKYARD MAINTENANCE

After all the heavy winter rains, it is a good time to take a look at your backyard landscape and check for overgrown trees that may be encroaching onto your roofs or fences in the backyard that the Association maintains. 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 overgrown plants and vines away from the backyard fencing and maintain the vegetation on a regular basis. Also, please check your irrigation to make sure that the timers are adjusted so that the backyard plants are not being over watered and water run off to the slope.

Thank you for your assistance.

BOARD OF DIRECTORS:

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

NEXT BOARD MEETING:

To be Determined
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:

Chandler Schuyler
Phone: 949-838-3269
cchuyler@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:

LeBarre/Oksnee
800-698-0711



MAY 2019 REMINDERS

- Keystone Pacific Property Management, LLC will be closed Monday, May 27, 2019 in observance of Memorial 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.
- 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.

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

CC&R REMINDERS

Beginning with this edition of the Castellina Newsletter, your Board of Directors will provide regular reminders about various Castellina's CC&Rs. In this edition, the Board wants to remind residents about open garage doors and stains in driveways.

KNOW THE RULES!



GARAGE DOORS

According to Castellina's CC&Rs (in paragraph 2.5.1(c), garage doors must be kept closed except as necessary for entry or exit of vehicles or persons. Be mindful about open garage doors and please do not leave your garage door open all day.

STAINS IN DRIVEWAYS

During a recent neighborhood inspection it was observed that many driveways have stains. Since driveways are community property, the maintenance and cleaning of the driveways is an HOA responsibility as specified in section 4.2.7 of the CC&Rs. Please ensure your cars do not drip oil or other fluids while parked in the driveway or engage in other activities that will stain the driveway. Heavily stained driveways may result in a notice and a possible fine.

COYOTE SIGHTING

It was recently reported that coyotes have been seen on the slope areas of the community. The coyotes are looking for food and water, so be sure to keep any pet food and water indoors. Also do not leave your pets outside alone. Do not try to approach the coyote or scare it away. If you see a coyote, please contact Animal Control at 714 935-6848 .

