

MAY 2018

ALTA VISTA SOUTH COMMUNITY ASSOCIATION

www.AltavistaCA.com

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

KEY CARD DEACTIVATION

The Board of Directors would like remind all homeowners with pool key cards to contact Management with the key fob # in order to update our records. On Tuesday, May 1, 2018 all key cards that have not been confirmed with Management will be deactivated to the pool area.

If your key card is lost, please contact management in order to deactivate the key fob. This will prevent unauthorized access to the pool area. If you need a replacement card, please contact Kevin Tan with Keystone Pacific at 949-838-3264 or at ktan@keystonepacific.com.

HAPPY MOTHER'S DAY

We would like to wish a Happy Mother's Day to all the Mother's in Alta Vista South HOA. Here are some Mother's Day Quotes:

"Great mothers recognize the unique talents each of their children possesses. These mothers provide opportunities for their children to enhance their unique talents and share them with the world."

-Reed B Markham

"Mama was my greatest teacher, a teacher of compassion, love and fearlessness. If love is sweet as a flower, then my mother is that sweet flower of love" – **Stevie Wonder**

"Mama exhorted her children at every opportunity to 'jump at de sun.' We might not land on the sun, but at least we would get off the ground." - **Zora Neale Hurston**

"All that I am or ever hope to be, I owe to my angel mother."
– **Abraham Lincoln**

A PET-FRIENDLY REMINDER

Please be sure to pick up after your adorable pets. In efforts to keep our community beautiful, Management would like to remind all Homeowners and Residents to make sure they are carrying doggy waste bags or plastic bags to pick up after your loveable pets.

BOARD OF DIRECTORS:

President: Cyrus Khavarian
Vice-President: Eric Nguyen
Treasurer: Vacant
Secretary: Matt Campbell
Member-at-Large: Fred Eshragh

NEXT BOARD MEETING:

Monday, May 7, 2018
6:30 P.M. @ Alta Vista Country Club
777 E. Alta Vista Dr.
Placentia, CA

IMPORTANT NUMBERS:

ASSOCIATION MANAGER:

Scott Stubbs
Phone: 949-838-3244
Emergency After Hours: 949-833-2600
Fax: 949-833-0919
sstubbs@keystonepacific.com

COMMON AREA ISSUES:

Kevin Tan
Phone: 949-838-3264
ktan@keystonepacific.com

BILLING QUESTIONS/ ADDRESS CHANGES/ WEBSITE LOGIN:

Phone: 949-833-2600

POOL CARDS:

Please contact Kevin Tan at
949-838-3264

BILLING QUESTIONS/ADDRESS CHANGES/ WEBSITE LOGIN:

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

ARCHITECTURAL DESK:

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

MAY 2018 REMINDERS

- 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.
- Street Sweeping Day - 2nd and 4th Thursday of the month
- Trash Pick-Up Day - Tuesday
Please remove trash cans from the common areas after this day.
- Monday, May 7, 2018 - Board Meeting @ 6:30 P.M.
Location: Alta Vista Country Club
777 E. Alta Vista Dr, Placentia
- Keystone Pacific will be closed in Observance of Memorial Day – Monday, May 28, 2018

CUSTOMER PORTAL AND ONLINE ACCOUNT MANAGEMENT SOFTWARE!

Keystone Pacific is excited to announce that we have completed an upgrade to our customer portal and online account management software to enhance your ability to manage your account online. **Using the new portal, homeowners can sign-up for recurring ACH, view violations, track submitted work orders and manage electronic community notifications.** (Reminder: all work orders and violations are still sent by Management.

CLEANING EXTERIOR OF HOMES

The Board of Directors would like to remind everyone to take the time to clean the exterior of your homes. Use a broom to clean off any dirt/cob webs from the stucco, pick up all newspapers and brochures from your front yards and driveways and ensure all items are stored out of view of the common area.

ARCHITECTURAL PROCESS

One of the duties of the Board of Directors is to maintain the architectural character and integrity of the community. The Board of Directors reviews all proposed plans, additions and changes to insure that alterations made to homes or landscaping enhances the atmosphere of the community.

The architectural review process consists of a homeowner submitting their proposal, using the Architectural Application form, directly to Keystone Pacific. The Board then reviews the submission and approves or denies the application. Once the architectural committee signs/approves the application, Keystone then mails the approved application to the homeowner within 45 days. The response could be an approval, an approval with provisions or a denial of the proposed changes. Once your project is complete, please take a picture and complete the Notice of Completion Form. Return these two items to Keystone Pacific Property Management, LLC as the final step of the process.

Please note that any plans or alterations made without Board approval could result in fines or special assessments to the homeowner.

HomeWiseDocs.com

Keystone Pacific Property Management, LLC is pleased to announce its transition to HomeWiseDocs.com, the next generation in document and data delivery for resale packages, resale demands, lender questionnaires and association documents.

HomeWiseDocs.com provides reliable, around-the-clock online access to all governing documents and critical project data for lenders, closing agents, real estate professionals, and homeowners from Keystone Pacific's managed communities. Please see below for login information:

Online Chat at www.homewisedocs.com

Help Desk: 866.925.5004 x 1

e-mail: info@homewisedocs.com

Log on to www.homewisedocs.com and select the Sign Up link to register. The many system enhancements geared toward an improved user experience include:

- Order by address or association name
- Email and SMS text completion notices for users
- Track orders online with confirmation
- Much more!





Alta Vista South Community Association

April 24, 2018

Dear Alta Vista South Homeowners Association Homeowner:

Your Board of Directors has undertaken a thorough review of the operating budget with the goal of providing for efficient operations and for funding adequate reserves to meet long-term requirements.

As a result of this review, and due to the healthy financial position of the Association, the Board has decided that your monthly assessment of \$87.00 will be abated on your May billing statement.

Should you have any questions, please contact the undersigned at (949) 838-3234.

At the Direction of the Board of Directors,

Scott Stubbs

Scott Stubbs
Community Association Manager

Proudly Managed By
Keystone Pacific Property Management, LLC

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Irvine, CA 92606
(949) 833-2600

30021 Tomas Road #160
Rancho Santa Margarita, CA 92688
(949) 833-2600

41593 Winchester Road #113
Temecula, CA 92590
(951) 491-6866

3155-D Sedona Court
Ontario, CA 91764
(909) 297-2550

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