

April 2017

NORTHSTAR RANCH COMMUNITY ASSOCIATION

WWW.NORTHSTARRANCHHOA.COM

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

ANNUAL ELECTION MEETING

The Annual Election will be held in April 2017. 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 or your ballot will not be considered.

SECOND ANNUAL EASTER EVENT!

The Board of Directors is pleased to announce the second annual Easter event. Bring your kids and family to take a picture with the Easter Bunny! Enjoy a fun and exciting egg hunt and coloring contest and yes win prizes! The event will take place at the community tot-lot on **April 8, 2017 from 10:00 a.m. to 12:00 p.m.**, refreshments will be provided by the Association.



WINDOW SCREENS

Homeowners are responsible for replacement and repair of window screens. You may have noticed throughout the community there are many screens that need to be replaced. In efforts to keep the community nice, please inspect your window screens, if they need to be replaced, contact Pristine Solutions Screening Company at (951) 847-6601.

ARE YOU PARKING IN THE MOTOR COURTS?

The Board would like to remind all residents that parking in the motor courts is prohibited. Please keep in mind the Association has a patrol company that patrols the Association. If you are parking in the motor court areas and/or red zones you will eventually be towed.

BOARD OF DIRECTORS:

President: Brenda George
Vice President: Steven Olsen
Secretary: Hany Mansour
Treasurer: Vacant

The final agenda will be posted at the pool area bulletin board. You may also obtain a copy of the agenda by contacting management at 949-838-3291.

Next Board Meeting:

April 17, 2017 at 7:00 pm in the Keystone Pacific Property Management, LLC Board Room, 41593 Winchester Road, Suite 113, Temecula, CA. 92590.

IMPORTANT NUMBERS: ASSOCIATION MANAGER:

Clint Taylor
Phone: 949-838-3291
Emergency After Hours:
949-833-2600
Fax: 949-833-0919
ctaylor@keystonepacific.com

COMMON AREA ISSUES:

Jess Loera
Phone: 949-838-3254
jloera@keystonepacific.com

BILLING QUESTIONS/ ADDRESS CHANGES/ WEBSITE LOGIN:

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

INSURANCE BROKER:

Berg Insurance Agency
3651 Birtcher Dr, Lake Forest, CA
92630 (949) 830-4590

ARCHITECTURAL DESK:

Please submit your Architectural Applications to:
architectural@keystonepacific.com

APRIL 2017 REMINDERS

Please make sure you are watching your speed while driving through the community, we want to ensure our streets are safe for our kids.

For after-hours association maintenance issues, please call 951-491-6866 to be connected with the emergency service line.

Please call 9-1-1 for life-threatening emergencies.

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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.



The image shows a blue ACH application form. At the top left is a yellow star logo. To its right, the text reads: "John Smith", "825 Your St", "Your Town 91321". To the right of this is a "DATE" field with a horizontal line. Below the star logo is a "PAY TO" field with a white rectangular box. Below that is a "MEMO" field with a horizontal line. At the bottom left, the number "1234 5678 9101 2345" is printed.

HAVE AN HOA RELATED QUESTION?

To ensure that you are receiving accurate and up-to-date information with regards to landscaping, assessments, or common areas, please make Management your first point of contact. If you ever receive a notice and you aren't quite sure you understand what it is for, contact us. We are more than welcome to explain the letter via email, phone call or an onsite meeting.

REMINDERS FOR HOMEOWNERS WITH PETS

As a friendly reminder for pet owners, please remember to keep your pets on a leash and carry a bag with you so that you can pick up after them on your walks. Thank you.

ARE YOU RENTING OUT YOUR HOME?

If you are a homeowner who has leased your property, please be sure that your tenants are adhering to the CC&Rs and the Rules and Regulations of the community. It is your responsibility to keep the management company informed.

- ☞ Register your new tenants
- ☞ Send in a copy of the rental agreement
- ☞ Provide your new address, phone number and email
- ☞ Report when tenants vacate
- ☞ Collect community remotes and keys at the end of the tenancy
- ☞ Report missing remotes

Management can only send out information to the mailing address and email on file. If leased homes are not registered, there is a chance that the homeowner will miss out on important community information. If you would like your tenant to receive community information, please contact Management.