

JULY 2008

LOS SERRANOS RANCH ASSOCIATION

www.losserranoshoa.org

Professionally Managed by Keystone Pacific Property Management, Inc. - 16845 Von Karman, Ste. 200, Irvine, CA 92606

HAVE A HAPPY AND SAFE 4th OF JULY!



WROUGHT IRON PAINTING

If you haven't already noticed, the Association recently had the Association-maintained wrought iron painted by Brooker Associates, Inc. You will see the newly painted wrought iron at the entry gates and fire access gates.

Please do not affix, tape, or zip tie flyers or notices of any kind to the wrought iron as this will damage the paint.

If it is time to paint your wrought iron, please refer to the following approved paint color and manufacturer:

Dunn Edwards, "Encore Teal" #DEA182

The nearest Dunn Edwards store is located at 2401 South Vineyard, #A in Ontario.



Please note: The Association has solicited bids to have all mailbox posts repainted. This project will be starting soon, so be advised.

VIOLATION PROCEDURES

Often times, homeowners are upset that when they ask management about a specific property and how a violation is being addressed, management can only respond that the violation procedures are being followed. The reason for this is that Civil Code protects homeowners in violation and the violation is treated confidentially as an Executive Session item.



BOARD OF DIRECTORS:

President:: Glen Powell
Vice-President: Arian Maleki
Secretary: Pamela Drummond
Treasurer: Manny Zaragoza
Member-at-Large: Jack Ritoli

NEXT BOARD MEETING:

Wednesday, July 2, 2008

6:00 PM – Executive Session

7:00 PM – General Session

Butterfield Fire Station

5551 Butterfield Ranch Road,

Chino Hills, CA 91709

The final agenda will be posted at the entryways at least 4 days in advance of the meeting. You may also obtain a copy of the agenda by contacting management at 949-838-3227.

IMPORTANT NUMBERS:

ASSOCIATION MANAGER:

Claudia Faison
Phone: 949-838-3227

Emergency After Hours:

949-833-2600

Fax: 949-833-0919

cfaison@keystonepacific.com

COMMON AREA ISSUES:

Mindy Baumgardner

Phone: 949-838-3254

mbaumgardner@keystonepacific.com

BILLING QUESTIONS,

ADDRESS CHANGES,

WEBSITE LOGIN:

Phone: 949-833-2600

accounting@keystonepacific.com

ARCHITECTURAL DESK:

Phone: 949-838-3239

architectural@keystonepacific.com

INSURANCE BROKER:

LaBarre/Oksnee,

95 Argonaut, Suite 110,

Aliso Viejo, CA 92656,

(949)588-0711

JULY 2008 REMINDERS

- **The Offices of Keystone Pacific will be closed in observance of the 4th of July Holiday as follows:**
 - * **Thursday, July 3 - Closed at Noon**
 - * **Friday, July 4 - Closed All 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.
- **Street Sweeping Days:**
 2nd and 4th Tuesday of each month between the hours of 7:30-9:30 AM
 Please have your vehicle off the streets during these times.
- **Trash Pick-Up Days: Thursdays**
 Please remove trash cans from the common areas after this day.
- **Wednesday, July 2 - Board Meeting @ 7:00 PM**
 Location: Butterfield Fire Station

CONVENIENT ASSESSMENT PAYMENT OPTIONS

- 1) **SIGN UP FOR THEACH PROGRAM:**
 Save time and money! Sign up for our ACH program to have your assessment payment automatically debited from your checking or savings account. Please call customer service at (949) 833-2600 or send an e-mail to accounting @keystonepacific for an application.

- 2) **PAY ONLINE AT WWW.KEYSTONEPACIFIC.COM:**
 Payments can also be made online. All payments require a bank routing number in addition to a checking, savings or money market account number. Credit card payments are not accepted through this online service. If you have questions about this service or regarding your account number and password, please contact customer service at (949) 833-2600.

2008 ANNUAL ELECTION

The Annual Election will be held in August 2008. If you are interested in serving on the Association Board, please contact Management at cfaison@keystonepacific.com to receive a Candidacy Statement form.

WORKING TO PROTECT YOUR MONEY

One of the most important responsibilities of the board is to manage the Association’s funds – your money. We take this responsibility seriously and these are the procedures we insist on to protect your money:

- Association financial records are audited annually by a certified public accountant.
- Bank statements are reconciled promptly each month.
- The balance sheet and profit and loss statement are reviewed each month and expenses are compared to the budget each month.
- Association reserve accounts are analyzed annually to ensure they are adequate for future needs.
- The Association has as investment policy that safeguards the principle of invested funds, a signature policy that safeguards operating funds, and a collection policy that safeguards cash flow.
- All Association volunteers and personnel who have access to Association funds are bonded.
- Kickbacks are prohibited and any possible conflict of interest must be disclosed.
- Checks and balances are in place to ensure the safety of Association funds – such as requiring two signature on all checks.

NEWSLETTER ADS

If you are interested in placing an ad in the newsletter for your business each month, please e-mail Claudia Faison at cfaison@keystonepacific.com with the exact wording of your ad and mail a \$50.00 check made payable to "Los Serranos Ranch."