

January 2017

BAYSIDE COVE

www.baysidecovehoa.org

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

HAPPY 2017!

What will you bring to this year? Make it a goal to stay in the know of any Association updates by attending at least one (1) Board Meeting! The Board meets monthly, on the 3rd Wednesday of the month, at 5:00pm. In addition, if Bayside Cove is your home away from home, the Association website can be visited in any state or county! Visit www.baysidecovehoa.org to see the last General Session Meeting Minutes, any Association projects scheduled, architectural/AC installation applications, and much more!

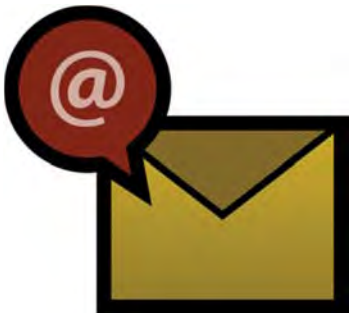


COMMON AREA ISSUES

If you have contacted Management lately, you may have heard the representative refer to "common area." Common area is property that is owned and maintained by the Association (as opposed to city or private property). Homeowners are not permitted to decorate or alter common area. If a homeowner alters common area they run the risk of being held liable for damages or having their items removed. Alternatively, if something is broken or missing in common area, please be sure to report it to Keystone Pacific Property Management as soon as possible.

SIGN UP FOR E-BLAST NOTIFICATIONS!

There's a new notification system in town: E-blasts are electronic notifications issued by Management that are sent straight to your e-mail inbox! This convenient communication provides members with vendor project updates, such as tree trimming or roof inspections, Board meeting agendas, or last-minute reminders in a manner that can be accessed while you're on the go through your tablet or cell phone e-mail! At this time, not all Bayside Cove members utilize this great "away from home" service. Sign up today by visiting www.KPPMconnection.com and select the option to receive notifications via email. For first time registration, you will need your Association account number and billing zip code, both found on your billing statement.



BOARD OF DIRECTORS:

President: Michele Otting-Mann
Vice-President: Tom Addis
Treasurer: John Merrell
Secretary: Carole Ciraulo
Member-at-Large: John Perrone

NEXT BOARD MEETING:

January 18, 2017
5:00 pm at Newport Beach Yacht Club
1099 Bayside Drive
Newport Beach, CA 92660

The final agenda will be posted on the bulletin board on the pool gate and the Association's website. You may also obtain a copy of the agenda by contacting management at 949-838-3262.

IMPORTANT NUMBERS:

ASSOCIATION MANAGER:
Lydia McCaig, CMCA
Phone: 949-838-3262
Emergency After Hours: 949-833-2600
Fax: 949-833-0919
Lmccaig@keystonepacific.com

COMMON AREA ISSUES:

Larissa Rounsaville
Phone: 949-838-3293
Lrounsaville@keystonepacific.com

BILLING QUESTIONS/ ADDRESS CHANGES/ WEBSITE LOGIN:

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

PATROL MASTERS:

(714) 648-0602

POOL KEYS:

\$75.00, payable by check to "Bayside Cove"

SOUTHERN CALIFORNIA GAS COMPANY:

(800) 427-2200

NEWPORT BEACH

FIRE DEPARTMENT:

(949) 644-3104

January 2017 REMINDERS

- Keystone Pacific **Closed** in Observance of New Year's Day - Monday, January 2nd

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 - Weekly, on Fridays
- Trash Pick-Up Day - Weekly, on Wednesdays
Please remove trash cans from the common areas after this day.
- Wednesday, January 18, 2017 - Board Meeting @ 5:00 PM
Location: Newport Beach Yacht Club
1099 Bayside Drive, Newport Beach, CA

RULES AND REGULATIONS

There are new Rules and Regulations in effect, as of January 1st. The proposed updates were distributed to all members in November 2016, for a 30 day comment period. Upon adoption by the Board of Directors, the final copy is distributed to the mailing address on file and updated on the Association's website! Renters/tenants are not issued these mail outs, so please provide a copy to them if you are leasing your unit!



WHAT TO DO IN CASE OF A COMMON AREA EMERGENCY



If you have an after-hours common area emergency that needs to be reported to Management, please call (949) 833-2600 and follow the prompts to be connected with the emergency On-Call service. The On-Call manager will return your call and gather the necessary information from you. Please be ready to tell the emergency service the name of your Association (Bayside Cove), and your property address in order to expedite the service request to the appropriate vendor. Please know that the emergency manager is *not* familiar with your property, so be ready to provide as much detail as possible

(closest address to the issue, nearby trees, plants, or stairways, etc.) of the issue and location. All non-Association emergencies should go through the local authorities, police, fire department, etc., as needed, to avoid delay.

COMMUNITY REMINDER – AIR CONDITIONING INSTALLATION

With the new year, the Board of Directors would like to offer a reminder to all members purchasing a new, or replacing an old, air conditioning unit, must also contact Cliff Brown Roofing to ensure that no damage to the roof tiles or system is incurred. In addition, an architectural application must be submitted, and approval received, prior to this upgrade. This is to not only assist your memory for future air conditioning replacements, but to also ensure aesthetic standards are maintained within Bayside Cove. It is to your benefit to live in a beautiful Association, where architectural standards are enforced. Please contact Cliff Brown Roofing at (949) 458-9440 or cliff@cliffbrownroofing.com. As a friendly reminder, Management will *not* schedule your visit with Cliff Brown Roofing, this is the responsibility of you, the owner.



QUOTE OF THE MONTH:

*It always seems impossible
until it's done.* —Nelson Mandela



2017 GARAGE SPACE LOTTERY



Beginning February 1, 2017, a new year of renting the Association garages will begin and will be available to rent for one (1) full year, at a monthly cost of \$150.00 per space. There are four (4) spaces available: 2 spaces in each garage. The lottery will be drawn at the Board of Directors meeting on January 18, 2017.

- * Four (4) names will be drawn from the lottery.
- * Winners may pair up, as they wish.
- * The rental fee is \$150.00, per space, and is due with your monthly assessment on the first of each month.
- * Only members of the Bayside Cove Community Association are eligible. Renters/tenants are not permitted to lease the garage spaces.
- * Garage spaces may only be used to park a vehicle. *Storage is not allowed.*
- * Only one (1) entry per household.

If you are interested in renting a garage space, please complete the form below with all requested information and submit back to your Community Manager, Lydia McCaig, at lmccaig@keystonepacific.com or 16775 Von Karman Ave., Suite 100, Irvine, CA 92606.

Submissions must be received no later than January 18, 2017 or hand-delivered to the Board of Directors meeting on January 18, 2017 at 5:00pm.

The garage lease begins on February 1, 2017 and will automatically terminate one year thereafter. Each year, a new lottery drawing will be held to select the member(s) to rent the garage space. Please only one entry per household. Please direct any additional questions to your Community Manager, Lydia McCaig, at lmccaig@keystonepacific.com

Bayside Cove Community Association

I, _____, residing at property address _____ understand the terms and conditions associated with the renting of a garage space and am interested in leasing garage space from the Association for the purpose of parking my vehicle(s); I would like my name to be part of the lottery, drawn at random, to determine which members shall be entitled to lease the garage at a cost of \$150.00 per space per month for a term of one (1) year.

Signature: _____ Account #: P344 - _____

Phone No: _____ Date: _____



**Bayside Cove Community Association
Owner Notice Disclosure (Civil Code section 4041)**

California law requires Owners in a community association to provide the following information to the association on an annual basis. If the below contact information has changed, please fill out and return this form to the address below no later than February 28th.

Owner Name:

1. Address or Addresses to which notices from the association are to be delivered:

2. Any alternate or secondary address to which notices from the association are to be delivered:

3. The name and address of your legal representative, if any, including any person with power of attorney or other person who can be contacted in the event of your extended absence from your property:

4. Your property is (please check one): Owner occupied Rented out

If your property is rented out, please provide the following information:

Name of Tenant(s): _____

Phone Number: _____

Email Address: _____

5. Is your property developed but vacant (please check one)? Yes No

6. Is your property undeveloped land? Yes No

*Please return this form to:
Bayside Cove Community Association
c/o Keystone Pacific Property Management, Inc.
16775 Von Karman Ave, Suite 100
Irvine, CA 92606*