

March 2017

# BAYSIDE COVE

www.baysidecovehoa.org

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



## TIME CHANGE

It's that time of year again! On March 12th, we will move into Daylight Savings Time. Please set your clocks ahead one hour before you go to sleep on the night of March 11th.

## EXPEDITING YOUR REQUEST OR CONCERN

Management would like to make sure all homeowners have key tips in order to expedite your maintenance request, concern or emergency:

- Please put your request in writing, via email, whenever possible.
- Email photos, when possible, as well. Photos enable us to get a clear picture of the location and extent of the issue needing to be addressed.
- Please indicate your Association "Bayside Cove" and your full address in the subject line.
- Provide us with your best contact phone number if the issue is complex and needing special attention. We promise to use the utmost discretion if contact is required.
- Please report issues as soon as you see them. Remember that vendors called out to perform work after 3PM and later run into "after hours" expense charges, which is costly to all homeowners.
- True emergencies will always be treated as such and will be prioritized ahead of the cue.

## A MEMBER'S RIGHT TO PRIVACY

California Civil Code allows a member to request to be removed from the membership list to prevent release of their private contact information to a member requesting the membership list. In order to opt-out of the membership list, you must notify the Association in writing. If you choose to opt-out of sharing your name, property address, email address and mailing address under the membership list, the opt-out designation shall remain in effect until changed by you, by written notification to management. If you wish to opt-out, please complete the Opt-Out Form on our website at: <http://www.kppm.com/forms/opt-out.php>.

## 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:

**March 15, 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:

**Maggie Rahm**  
Phone: 949-838-3280  
**Emergency After Hours: 949-833-2600**  
Fax: 949-833-0919  
Mrahm@keystonepacific.com

### COMMON AREA ISSUES:

**Araceli Chavez**  
Phone: 949-430-5808  
Achavez@keystonepacific.com

### BILLING QUESTIONS/ ADDRESS CHANGES/ WEBSITE LOGIN:

Phone: 949-833-2600  
customer@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

## March 2017 REMINDERS

- Keystone Pacific is open Monday to Friday from 9 am to 5pm.
- 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, March 15, 2017 - Board Meeting @ 5:00pm  
Location: Newport Beach Yacht Club  
1099 Bayside Drive, Newport Beach, CA



*"What would life be if we had no courage to attempt anything?"*

~ Vincent van Gogh

### 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 "Account Notifications" page once you have logged into The KPPM Connection at

**[www.kppmconnection.com](http://www.kppmconnection.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](mailto:customer-care@keystonepacific.com) to request an ACH application.

### WATCH YOUR SPEED THROUGH THE COMMUNITY

Please remember that speed must be controlled when entering and exiting the community as well as when you navigate through the alley ways. There are many children that play in the community and youngsters are not as cognoscente of the danger that arises due to limited visibility to a driver. No one wants to see an unfortunate disaster concerning a child or even someone's beloved pet. Please watch your speed at all times and don't forget to remind your guests to do the same.



### COMMUNITY REMINDERS!

- Fire lanes are considered all streets and non-designated parking spaces, including the street behind your garage. Please inform your guests and tenants of the Association's parking rules and park in marked, designated stalls only.
- If you will be out of town for extended travel or business, please make arrangements to have your newspaper and fliers removed from your porch or driveway. This may attract unwanted attention to your residence.
- Air Conditioning units must be pre-approved by the Architectural Review Committee (ARC) through the submission of an architectural application and scheduling with Cliff Brown Roofing. The architectural application, and contact information for Cliff Brown Roofing, can be found under the "Association" tab of the Association's website homepage and select "Architectural Application."
- If a spring storm is looming on the horizon, lower your patio umbrellas and remove smaller-size planter pots from your patio railings to avoid a loss from the winds.
- Continue to pick-up, and dispose of, pet waste from the Association common area.