

January 2018



BAYSIDE COVE

www.baysidehoa.org



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

MAIL THEFT

We have been notified by the Newport Beach and Irvine Police Departments that there have been thefts from our mail boxes. Thefts have also been reported at Promontory Point and other locations with stacks of multiple mail boxes otherwise known as "gang boxes." The focus of the thefts are checks. Police and Postal Inspectors have this advice to help deter theft:

- Don't send checks through your outgoing mail, take it to a Post Office or Blue Postal Box and try and drop it closest to the last pick up time.
- Never mail a check payable to cash.
- Consider alternate forms of payment such as a wire transfer or paying online.
- To prevent anybody from seeing your account or routing numbers, pay with your banks online bill payment service or send a money order.
- Name a payee on the line that says "Pay to the Order of."
- Set up alerts with your bank to see when checks are deposited.
- Place a stop payment on the check that is missing.
- Always check your mailbox daily and remove your mail.

TRASH TALK

Recently, CRR has been missing some items of trash such as bags left out by homeowners. If this happens, you can call them at 866-949-9694 to come back to pick them up. Please give them your house address and let them know that trash is paid through the city of Newport Beach by the Bayside Cove Homeowners Association if they ask you for an account number. If you have any issues, please notify management so we can help CRR help you.



BOARD OF DIRECTORS:

President/Treasurer: John Merrell

Vice-President: John Perrone

Secretary: Carole Ciraulo

Member-at-Large: Tom Addis

Member-at-Large: Jim Moore

NEXT BOARD MEETING:

January 17, 2018

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:

Gabriel Hipolito

Phone: 949-430-5808

ghipolito@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 2018 REMINDERS

Keystone Pacific is open Monday – 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.
After Holidays, Trash Pick-Up will be one day later.
Please remove trash cans from the common areas after this day.

Wednesday January 17, 2018 - General Session @ 5:00pm at the Newport Beach Yacht Club - 1099 Bayside Drive.

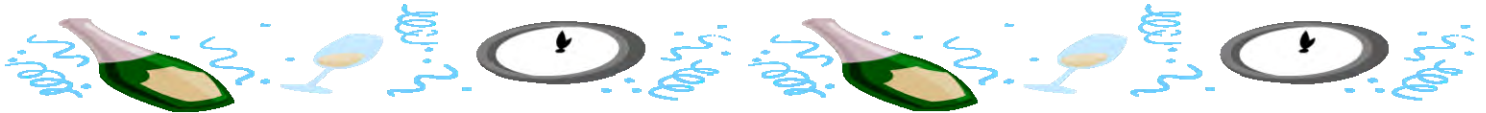
*You get a new
year, you get a
new start,
you get a new
opportunity.*

—Billy Butler

HAPPY 2018!!

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, architectural/AC installation applications, and much more!



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.



2018 GARAGE SPACE LOTTERY



Beginning February 1, 2018, 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 17, 2018.

- * 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, Maggie Rahm, at Mrahm@keystonepacific.com or 16775 Von Karman Ave., Suite 100, Irvine, CA 92606.

Submissions must be received no later than January 16, 2018 or hand-delivered to the Board of Directors meeting on January 17, 2017 at 5:00pm.

The garage lease begins on February 1, 2018 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, Maggie Rahm, at Mrahm@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. Please complete and return this form to Keystone Pacific Property Management, LLC at the address shown below or send the completed form to forms@keystonepacific.com no later than February 28th.

Owner Name: _____

Property Address: _____

***ITEMS 1-6 NEED TO BE COMPLETED. IF NOT APPLICABLE, PLEASE INDICATE N/A**

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, LLC
16775 Von Karman Ave, Suite 100
Irvine, CA 92606*