

September 2017



SUN RANCH

www.SunRanchhoa.org



Professionally Managed by Keystone Pacific Property Management, LLC - 41593 Winchester Road, Suite 113, Temecula, CA. 92590

Board
of
Directors



BOARD OF DIRECTOR DUTIES

Our Board of Directors is charged with maintaining, preserving and enhancing the common assets of our association. In order to perform those duties our Board depends upon the advice and counsel of experts in various fields of community association management: our management company, attorneys, landscapers, insurance specialists, etc.

When making decisions regarding our community, the Board is expected to consider all the facts and factors involved in the issue and make the best business decision possible. Sometimes those decisions may not appear to be in the best interests of all of the owners, however if each owner understood all of the underlying issues that go into making the decision, they would understand that the board's choice of action is usually the most practical and well thought out.

In addition to dealing with insurance, maintenance, financial and contractual decisions, the board must also balance their positions on the board with their role as a Homeowner. If assessments are increased that means they are increased for them also. If rules are enacted, that means they have to obey them, too. Being a Board Member does not grant one immunity from the responsibilities of living in an association. In fact, serving on the board reflects just how seriously they take that responsibility. So, please keep in mind that our board members are actually doing "double-duty" for our community: they serve as Board Member and neighbor...and they deserve a heartfelt "thank you" for all of their contributions to our community!

BOARD OF DIRECTORS:

Bob LaChase
Keri Rogelet
Paul McCaughey
Enrique Casillas
Monica Carnathan

NEXT BOARD MEETING:

DATE: SEPTEMBER 14, 2017
Menifee Valley Chamber of Commerce
29737 New Hub Drive, Ste. 201
Menifee, CA

IMPORTANT NUMBERS:

ASSOCIATION MANAGER:
Terry Kammes
Phone: 951-491-7748
Emergency After Hours: 949-833-2600
Fax: 951-491-6864
tkammes@keystonepacific.com

COMMON AREA ISSUES:

Amber Effinger
Phone: 951-491-7362
aeffinger@keystonepacific.com

BILLING QUESTIONS/ADDRESS CHANGES/ WEBSITE LOGIN:

Phone: 951-491-6866
customercare@keystonepacific.com

INSURANCE BROKER:

La Barre-Oksnee Insurance
949-588-0711 ext. 226

ANNUAL MEETING & ELECTION REMINDER

The Annual Meeting/Election will be held on September 14, 2017. The purpose of the election will be to elect five (5) members to the Board. The three (3) candidates receiving the highest number of votes will serve a three (3) year term, and the two (2) candidates receiving the next highest number of votes will serve a two (2) year term. Ballots should have been received in August, please complete your ballot in the prepaid enclosed envelope and don't forget to sign on the front of the envelope.



Please note, the Offices of Keystone Pacific will be closed in observance of the Labor Day Holiday, on Monday, September 4, 2017.



Keystone Pacific After – Hours Service Line –
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.

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 customercare@keystonepacific.com to request an ACH application.

COMMUNITY UPDATES/REMINDERS

Safety – If you see something...say something! If you witness suspicious activity in the community, please notify the Menifee Police Department at 951-776-1099. If there is a life threatening emergency, please call 911. It is important to be vigilant for yourself and your neighbors.

Trash Cans – Please be sure to store your trash cans out of view from the common area. Please do not leave trash cans near your gate or fence. They need to be stored where they cannot be seen from the common area.

Landscape – Please maintain your front and side yards. If you chose to have your grass die and would like to install drought tolerant landscape, please submit for architectural approval. If you do not maintain your yard, for example: dead grass, weeds in the lawn, side yard debris and weeds...etc., you will receive violation notice and may be called to a hearing where fines are assessed.

**Please note that the Association is currently monitoring and requesting that any homes that have bare planter beds install sod or plant material as per the original design, that is non-invasive or detrimental to surrounding neighbors. Planter beds should not be bare with just mulch, rocks, or dirt.

BE A RESPONSIBLE PET OWNER:

Please make sure you leash your pet when out on a walk. There are many little children in the community and some are very frightened by dogs. I'm sure your Fido is the sweetest dog in the world and would never hurt a fly, but you still have to follow the rules and keep them on a leash. It is also very important to clean up after your pet. Please be a responsible pet owner. Thank you!



EXTERIOR PAINTING REMINDER

If you have completed your exterior painting as requested, please email Management at tkammes@keystonepacific.com





Sun Ranch 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 October 31st.

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:

Four horizontal lines for address input.

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

Three horizontal lines for alternate address input.

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:

Four horizontal lines for legal representative information.

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:
Sun Ranch Community Association
c/o Keystone Pacific Property Management, LLC
16775 Von Karman Ave, Suite 100
Irvine, CA 92606