



Volume 7/ Issue 11

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[www.sancerrehoa.org](http://www.sancerrehoa.org)

## BOARD OF DIRECTORS

Steve Spriet

Dwight Denham

Barbara Laube

Jennifer Carey

Itamar Cohen

## FROM THE BOARD

Dear Sancerre Neighbors,

### HOMEOWNERS THAT RENT OUT THEIR PROPERTY

The Board of Directors would like to remind homeowners that choose to rent out their property are responsible to communicate the rules and regulations of the Sancerre HOA to their renter.

Please make sure you give your renters the full information about the parking restrictions in our community, as well as the information on how to contact Patrol One in case of parking needs and the car safelisting program.

**Please remember that parking in front of the houses is only for loading and unloading only. It is a firelane violation and is an immediate tow.**

## HOLIDAY DECORATIONS

Please remember to be considerate to your neighbors and the gardeners when you decorate your home. Please remove all Halloween decorations promptly starting in November.

Please refrain from using big objects on the community greens, the landscaping is in some distress already due to the water restrictions.

## FENCE REPAIRS AND PAINTING

The Board is currently looking at bids to paint the wrought iron fence, gates and community walls. Please look for additional mailing and/or postings about this project.

Especially for the wrought iron fence, we have to give the vendor access to the back yards in order to repair and paint the fence appropriately.



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*Next Board Meeting **NOV 25, 2019**  
6:30pm Newport Coast Community Center*

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Check out our website for great information at

[www.sancerrehoa.org](http://www.sancerrehoa.org)

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## INCREASE OF BREAK INS

In lieu of the recent increase of break ins in Newport Beach, Corona del Mar and Newport Coast, the Newport Beach Police Department issued the following

### Home Security Tips

- Always lock your windows and doors when you go out, even if for only a few minutes. Second story windows & doors should be secured as if they were on the first story.
- If you return home and find your pedestrian door that leads into your home locked, and you are certain that you left it unlocked, **DO NOT GO INSIDE! Call 9-1-1** ~ Burglars often lock this door to slow down a victim, allowing the burglar extra time to get out of the home before the resident enters.
- If your home is equipped with an alarm, always activate it even if you're only going out for a short walk.
  - Consider adding a motion sensor in your master bedroom/bathroom, which will activate the alarm if someone comes in through a glass window or door without opening it.
- Always keep your front and rear porch lights on from dusk to dawn and use motion detector lighting along the sides of your home or areas with little foot traffic.
- Use timers on indoor lamps to give the appearance that you are home.
- Adjust window coverings for optimal privacy while maintaining good visibility outside.
- Assess whether or not a window can be easily accessed from a tree, balcony, roof, wall, or with patio furniture and adjust your security plan accordingly. Ladders should be stored inside or locked to a stationary object.
- If your garage door has a remote shutoff button on the wall-mounted control, located in the garage, consider locking the door nightly. This will prevent your garage door from being opened remotely.
- If you have a safe, make sure that it is properly bolted to concrete so that it cannot be easily removed.
- Always close and lock your safe and never leave a key or combination out or in an easy to find location (i.e. office, nightstand, etc).
- When you leave on vacation, remember to call the Police Department for a **"Vacation Check"** at **949-644-3681**. Also, ask a trusted friend or neighbor to pick up your newspaper and mail while you are away.

## BE AWARE OF COYOTES AND BOBCATS!

Just a friendly reminder that there were several sightings of coyotes and bobcats in the neighborhood. Please be careful at night! Be extra careful with little children and pets!

## HOMEOWNERS PLEASE COMMUNICATE WHAT IS HAPPENING IN OUR COMMUNITY WITH YOUR RENTERS!

## CONTACT US

### Manager:

Maria Merlo

16775 Von Karman, Ste.200

Irvine, CA 92606

949. 838.3262

[mmerlo@keystonepacific.com](mailto:mmerlo@keystonepacific.com)

[www.Sancerrehoa.org](http://www.Sancerrehoa.org)

## IMPORTANT NUMBERS

### Common Area Issues:

Olivia Geerson

949.503.0349

[ogeerson@keystonepacific.com](mailto:ogeerson@keystonepacific.com)

### Billing Questions/Address

### Change/Website Login:

949.833.2600

### Patrol One

949.367.8055

[www.patrol-one.com](http://www.patrol-one.com)

### CR&R Environmental Service

1.800.826.9677

[www.crrwasteservices.com](http://www.crrwasteservices.com)

### NBPD Non-Emergency Number

949.644.3717



**Sancerre at Newport Ridge Maintenance 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 complete and return this form to Keystone Pacific Property Management, LLC at the address shown below or email the completed form to [forms@keystonepacific.com](mailto:forms@keystonepacific.com) no later than December 31st.

**Owners Name** \_\_\_\_\_

**Property Address** \_\_\_\_\_

**Owner Phone #** \_\_\_\_\_ **Owner Email** \_\_\_\_\_

**\*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:  
Sancerre at Newport Ridge Maintenance Association  
c/o Keystone Pacific Property Management, LLC  
16775 Von Karman Ave, Suite 100, Irvine, CA 92606**