

AUGUST 2017

WINDWOOD FOREST

www.windwoodforest.org



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

I SPY A GOOD NEIGHBOR!

This month the honor goes to: **MANNY RUVALCABA**

Thank you to Mr. Ruvalcaba for returning a lost set of pool keys!

Nominate your fellow Windwood Forest residents in recognition of good deeds and neighborly behavior.

BOARD OF DIRECTORS:

President: Shelley Nakasone

Vice-President: Irene Tsao

Treasurer: Sheri Snyder

Secretary: Doug Thornburg

Member-at-Large: open pending appointment

NEXT BOARD MEETING:

Tuesday, August 1, 2017

6:30 P.M. @ the Community Pool

The final agenda will be posted at the community pool. You may also obtain a copy of the agenda by contacting management at 949-430-5849

IMPORTANT NUMBERS:

SANTA ANA POLICE:

714-834-4211 (non-emergency)

OC PATROL:

800-525-1626

parking@oc-patrol.com

GRAFFITI REMOVAL:

877-786-7824

ANIMAL CONTROL:

714-245-8792

SHOPPING CART REMOVAL:

888-233-2278



hello
August

POOL KEY FOB

- ◆ Locate the blue, numbered key fob mailed out in January.
- ◆ Key fob is needed to access the pool area.
- ◆ Do not lend the fob; it is specific to each homeowner.
- ◆ Current key is still needed to access restrooms and spa.
- ◆ Residents with active violations or delinquent assessments will have their key fob deactivated until in compliance.
- ◆ Do not let persons without a working fob into the pool area.
- ◆ Replacement cost is \$50.00. Contact Lilly Luong at 949-838-3269 for replacement.

BE AWARE

Pest Control: Rodents, ants and other pests!

- Vegetable and fruit gardens may attract rodents.
- Dispose of fallen fruit outside your home.
- Close dumpster lids.
- Keep personal, outside trash containers clean and lids closed.
- Dispose of uneaten pet food daily.
- Keep BBQs and surrounding areas clean.
- Trim personal plants away from walls and fences.



COMMUNITY RULE REMINDER

N. Common Area Unit Exterior



- ◇ Plants or decorations on patios cannot hang over to exterior side of fence.
- ◇ Storage is not permitted on balconies or in patios
- ◇ Plants or decorations on porch areas and patios cannot extend higher than the first story.
- ◇ Plants or decorations cannot hang from stair rails.

COMMUNITY UPDATES

For after-hours emergency maintenance issues, please call 949-833-2600 to be connected with the service line. Please call 911 for life-threatening emergencies.

Trash pick up days are Tuesdays and Friday.

If the dumpster is filled above the designated fill level the refuse vendor will charge the Association. Please do not fill any dumpster above the fill line.

Do not leave bulk items at the dumpsters without first contacting Management at 949-838-3269 to schedule a pick up.



ANNUAL ELECTION AND MEETING

- ◆ The Annual Election will be held at the August 1, 2017 Board of Directors Meeting.
- ◆ Please be sure to send in your ballot envelope before the meeting.
- ◆ Or, hand carry it to the meeting to be considered.
- ◆ Remember to insert the white ballot envelope into the special brown envelope.
- ◆ Write your info in the upper left hand corner of the brown envelope and sign it or your ballot will not be counted.

PROJECT UPDATES

- Slurry Seal and street repairs complete!
- Angelo Termite and Construction is continuing their wood replacement projects.
- Repairs to decks, stairs and balconies are being completed.

Contact Info:

Association Manager:

Elizabeth Reed
949-430-5849
ereed@keystonepacific.com

Common Area Issues:

Lilly Luong
949-838-3269
lluong@keystonepacific.com

Billing Questions:

949-833-2600
customer@keystonepacific.com

Emergency After Hours:

949-833-2600

Pool Keys:

949-838-3269

