

March 2017

WINDWOOD FOREST

www.windwoodforest.org

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

NEW PARKING PERMITS IN EFFECT

As of March 1, 2017 the new parking permits will be enforced. If a vehicle is seen with the old hang tags it will be cited and towed. If you were unable to attend or complete the registration of your vehicles during the two on site days in February you will need to contact OC Patrol directly to obtain your new parking stickers and send the required documents to oc-patrol.com or by faxing them to 714-279-9800.

In place of the guest hang tags, homeowners can now safelist overnight guest vehicles, by logging on to the OC Patrol website at www.permitmycar.com and following the instructions. The safelist code is to be placed inside the dash of the vehicle so that it is visible from the outside.

If you misplaced the forms that OC Patrol needs or did not receive the mailer, please contact your Property Manager, Elizabeth Reed at 949-430-5849 or ereed@keystonepacific.com.

WEBSITE INFO WWW.WINDWOODFOREST.ORG

VIEW:

- Newsletters
- Governing Documents
- HOA Statements

SUBMIT:

- Change of Address
- Maintenance Request
- Violation Form
- Volunteer Form

If you do not receive confirmation of your submission from Management within a week of submission, please email Management directly.

DOWNLOAD:

- Architectural Application – Architectural application is required for all exterior modifications, including but not limited to, screen doors, windows, satellite dishes, and patio areas.



BOARD OF DIRECTORS:

President: Shelley Nakasone

Vice-President: Irene Tsao

Treasurer: Sheri Snyder

Secretary: Doug Thornburg

Member-at-Large: Reyes Vazquez

NEXT BOARD MEETING:

Tuesday, March 7, 2017

6:00 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 949-838-3261

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

March 2017 REMINDERS

- 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.
- 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 949-838-3261 to schedule a pick up. Homeowners are responsible for contacting Management to schedule a pick up and absorbing the cost. Please put a sign on bulk items left at the dumpster so Management knows a pick up has been scheduled. If you witness someone leaving items at the dumpster illegally please contact Management.

PARKING RULE REMINDERS

- Parking permits are required to be parked on the street and will be enforced from 12:00 AM to 6:00 AM.
- Guest vehicles parked in designated guest spaces must display a safelist number.
- Vehicles parked on the street cannot be stored in the same location for 72 consecutive hours.
- Vehicles are not to be parked in the alleyways or along the fire lanes and will be subject to immediate towing without notice.
- Recreational vehicles are not permitted to park inside the community if visible from the common areas.
- Vehicle repair and maintenance, including checking of fluids, is not permitted when visible from the common areas.

EBLAST INFO



If you have signed up as an eblast recipient then you will only receive hard copy mailers of state required items such as the budget mail out or the annual election notice. All other items such as the newsletter or community notices will be sent to your email unless you chose to opt out on the Keystone website.



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.

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
customercare@keystonepacific.com

Pool Keys:

949-838-3273