

NOVEMBER 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: **SHERI SNYDER**  
For finding, reporting and stopping a leak in the pump room!

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



## BOARD OF DIRECTORS:

**President/Secretary:**  
Shelley Nakasone

**Vice-President:** Irene Tsao

**Treasurer:** Doug Thornburg

**Member-at-Large:** Irene Garcia

**Member-at-Large:** Linda Guyett

## NEXT BOARD MEETING:

**Tuesday, November 7, 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](mailto:parking@oc-patrol.com)  
[www.permitmycar.com](http://www.permitmycar.com)

**GRAFFITI REMOVAL:**  
877-786-7824

**ANIMAL CONTROL:**  
714-245-8792

**SHOPPING CART REMOVAL:**  
888-233-2278



Happy Thanksgiving

## NOVEMBER 2017 UPDATES AND TIPS

### HOLIDAY SAFETY TIPS:

- \* Use step stools instead of climbing on furniture to hang decorations.
- \* Make sure smoke alarms are installed and batteries tested.
- \* When entertaining, use a kitchen timer to make sure your dish doesn't become a hazard.
- \* Make sure oven, stovetop and exhaust hood are free of grease and dust.
- \* Refrigerate leftovers promptly; within 2 hours after food has been served

### ARCHITECTURAL APPLICATIONS

Need to add a satellite dish or want to update your windows? The form has been streamlined! Clearer directions for dish placement are added. Find it on the community website.

### WFHOA INFORMATION SITES:

www.windwoodforest.org and Keystone Pacific Property Management, LLC are the only official sources to receive WFHOA information.



## RULE OF THE MONTH

### J. Holiday Rules

Holiday decorations may be put up 30 days prior to holiday and must be removed 10 days after holiday.

- \* Outside holiday lights and/or decorations may be used on unit windows, doors, porches, patios, or balconies without prior approval of the Architectural Committee.
- \* Holiday decorations may be put on fascia boards only, nothing can be put on the roof.
- \* Holiday decorations cannot be placed in common area landscaping areas.
- \* Holiday trees must be cut up and placed in garbage bins or taken off-site for disposal.



2017 NOVEMBER						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

### NOVEMBER DATES OF NOTE:

- November 1 – All Saints Day
- November 5 – Daylight Savings End
- November 11 – Veteran's Day
- November 23 – Thanksgiving

### COMMUNITY REMINDERS:

#### DAYLIGHT SAVINGS ENDS:

Don't forget to FALL BACK this year on **Sunday, November 5, 2017**. As a convenient tip, turn your clocks back one hour before going to bed on Saturday, November 4<sup>th</sup> as the time change occurs at 2 A.M. Sunday morning.

#### REMINDERS

- 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 Fridays.
- Do not leave bulk items at the dumpsters without first contacting Management at 949-838-3269 to schedule a pick up.
- Like illegal dumping, scavenging is a crime. If you see someone scavenging in the dumpsters, call Santa Ana Community Preservation Division at 714-667-2780.
- To safelist a guest vehicle between 12:00 am and 6:00 am: [www.permitmycar.com](http://www.permitmycar.com).
- Guest vehicles may be safe-listed up to 5 x in a 30 day period.

**The Keystone Pacific Offices will be closed on Thursday and Friday, November 23rd and 24th in observance of Thanksgiving.**

#### Contact Info:

##### Association Manager:

Elizabeth Reed  
949-430-5849  
[ereed@keystonepacific.com](mailto:ereed@keystonepacific.com)

##### Common Area Issues:

##### Chandler Schuyler

949-838-3269  
[cschuyler@keystonepacific.com](mailto:cschuyler@keystonepacific.com)

##### Billing Questions:

949-833-2600  
[customer@keystonepacific.com](mailto:customer@keystonepacific.com)

##### Emergency After Hours:

**949-833-2600**

##### Pool Keys and Fobs:

949-838-3269

##### Architectural Applications:

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

