

January 2018

Trailwood

WWW.FACEBOOK.COM/TRAILWOOD

WWW.TRAILWOOD.ORG

WWW.TWITTER.COM/TRAILWOODASSOC

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

VACANT SEATS ON THE BOARD OF DIRECTORS

The Trailwood Board of Directors has two vacant positions that need to be filled as well as one currently filled seat which is up for election at the April Annual Meeting and Election. The Board is looking for homeowners just like you to be involved in our community.

Please contact community manager, Michael Gonzalez at mgonzalez@keystonepacific.com if you are interested in serving on the Board of Directors.

TRAILWOOD HOLIDAY LIGHTING WINNERS

The judging of the 2017 Holiday Lighting Contest took place on December 18th. Festive yard signs have been placed in each of the winner's yards for all to see. Please join us in congratulating the winners of this year's contest!

NOVEMBER 27, 2017 BOARD MEETING HIGHLIGHTS

- The Board of Directors approved the September 18, 2017 meeting minutes as well as the August 31, 2017 – October 31, 2017 financial statements.
- The Board established the record date, inspector of election and annual meeting dates for the 2018 election.
- Delinquent accounts were reviewed and appropriate action was taken.
- The Board approved the installation of guest pass scanners at the guard houses in order to improve efficiency and speed of the guest lane lines.
- Maturing association investments were reviewed and appropriate action was taken.

SAVE TIME BY REGISTERING ANTICIPATED GUESTS & VENDORS

You may add guests online via the Nordic Security Website at www.nordicsec.com. You will need to use your Nordic ID and password to complete your request. You may also call in your guests to the Gate Attendant so they can be let into the community. If you need assistance login in, please contact the Creekglen Gate at 714-573-9879.

BOARD OF DIRECTORS

President: Maajed Abahusayn
Vice President/Secretary: Bob King
Treasurer: David Northcutt

NEXT BOARD MEETING

January 24, 2018

Homeowner Forum @ 6:30 P.M.
Keystone Pacific Property
Management, LLC
16775 Von Karman Ave., Suite 100
Irvine, California 92606

The final agenda will be posted on the bulletin boards at the community entrances and available on the Association's website at least 4 days in advance of the meeting.

Please note: If you wish to address the Board at the meeting, please contact Michael Gonzalez at (949) 838-3214 ten days prior to the meeting to have your name and item of discussion placed on the agenda.

CONTACT INFORMATION

COMMUNITY MANAGER:

Michael Gonzalez, CMCA
Main Line: (949) 833-2600
Direct Line: (949) 838-3214
Fax: (949) 833-0919
Email: mgonzalez@keystonepacific.com

COMMON AREA ISSUES:

Vontrell Burnett
Phone: 949-838-3201
Email: vburnett@keystonepacific.com

Keystone Pacific Property Management, LLC

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.

January 2018 REMINDERS

- Keystone Pacific Closed in Observance of New Year's - Monday, January 1st
- 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.



DID YOU KNOW...?

- If you move and still own a unit in the Association, you must update your mailing address with management to ensure you receive all future communication. Please send mailing address updates to mbuczacki@keystonepacific.com.
- If you sell your home, you are responsible to ensure your buyer receives your key fobs.
- Failure to pay the monthly assessment can result in additional fees and collection action.
- Owners are responsible for the actions of their tenants and any fines or enforcement action taken as a result of a violation of the community rules. To avoid potential concerns, please make sure your tenants are provided with a copy of the community rules.

HOLIDAY CLEAN UP

Please remove all holiday decorations by January 15th. As you are cleaning up from the holidays, tidying up the garage or refreshing the landscaping, please remember that trash must be stored out of view of the street until the evening before pickup. Waste Management will not pick up large items (furniture, etc.) unless you call ahead for a bulky item pickup. For more information please contact Waste Management at 949-642-1191.

VISIT www.Trailwood.org!

Log onto the community website to:

- Submit maintenance requests and address changes
- Get the latest community news and updates
- Obtain minutes, newsletters, policies, forms
- Register to receive E-Notifications and E-Statements
- Access your account online
- Pay your HOA bill online



Should you have a problem logging onto the community website, please call Customer Care at 949-833-2600.

REMINDERS

TRASH PICK-UP DAY: Monday

Please store your trash cans out of view of the street by Monday evening.

STREET SWEEPING:

1st Thursday Every Month

Please do not park on the streets between the hours of 8 A.M. to 4 P.M.

INFORMATION

TRAILWOOD PARK

RESERVATIONS:

Complete the reservation form and please call 949-430-5808

BILLING QUESTIONS / SIGN UP FOR ACH PROGRAM:

Please contact Customer Care at 949-833-2600 or

customer care@keystonepacific.com

ASSOCIATION WEBSITE:

www.trailwood.org

NORTHWOOD POINTE MASTER ASSOCIATION INFO:

www.nwpointe.org

APPROVED COLOR SCHEME INFORMATION:

Please check the Association's website at www.trailwood.org

CANYONWOOD GATEHOUSE:

714-832-0586; Fax 714-832-1551

CREEKGLEN GATEHOUSE:

714-573-9879; Fax 714-573-8620

NORDIC ONLINE ACCESS:

You may add guests and vendors online via the Nordic Security Website at www.nordicsec.com. You will need to use your Nordic ID and password to complete your request.

KEY FOBS/TRANSPONDERS:

The forms may be found on the community website. Please contact Allison Mahle at 714-573-9879 to purchase additional Transponders and/or Fobs.

VANDALISM/ NOISE COMPLAINTS:

Please report it immediately to Nordic Security at 714-832-0586. Please also call Irvine PD at the number listed below.

IRVINE POLICE DEPARTMENT:

Non Emergency Line: 949-724-7200

ANIMAL CONTROL: 949-724-7092

**TRAILWOOD MAINTENANCE ASSOCIATION
APPLICATION FOR CANDIDACY
FOR THE BOARD OF DIRECTORS**

Dear Homeowner:

The Annual Election will be held in April 2018. For your convenience, please type your candidacy statement of 250 words or less on why you would like to serve on the Board in the space provided below or submit your type written candidacy statement of 250 words or less on an 8 1/2 x 11" sheet of paper to KEYSTONE PACIFIC PROPERTY MANAGEMENT, LLC at the office address displayed below. The deadline to submit is on **January 31, 2018 at 5:00 p.m.**

Please type in the information requested below.

NAME: _____
(Please note: Be sure to complete and return verification information on page 2 of this application)
**Candidacy statement needs to be kept to one page.*

(Per Civil Code, this form will be sent with the election materials, as submitted)

**TRAILWOOD MAINTENANCE ASSOCIATION
APPLICATION FOR CANDIDACY
FOR THE BOARD OF DIRECTORS**

HOMEOWNER VERIFICATION INFORMATION

NAME: _____

ADDRESS: _____

WORK PHONE NUMBER: _____

HOME PHONE NUMBER: _____

CELL PHONE NUMBER: _____

E-MAIL ADDRESS: _____