

**MARCH 2009**

# TRAILWOOD NEWS

COMMUNITY  
NEWSLETTER



## OUR COMMUNITY POOL RENOVATION

As you have probably noticed, the pool has been closed since December 19, 2008. In addition to, bringing the pool into compliance with the Virginia Graeme Baker Act, we are giving the pool, wader, gazebo and restroom building a face lift. We are also installing a new BBQ island in the pool area. We anticipate having all the work completed in time for Spring Break!



## ANNUAL ELECTION UPCOMING

You should receive your secret ballot in the mail by the third week of March for the 2009 Annual Meeting of the Membership. Please follow the instructions carefully. Be sure to mail in your secret ballot prior to the April 20, 2009 meeting. Every vote makes a difference!

## NEW GATE ACCESS SYSTEM

As many of you have probably noticed, we have new guest and vendor passes. One of the great new features that the new computer system offers is that it allows each homeowner to set up a personal account and to pre-register daily guests or vendors. By simply logging onto the Nordic website at [www.nordicsec.com](http://www.nordicsec.com) and following the instructions included with this newsletter, you are able to pre-register your daily guests or vendors. When your guests/vendors arrive at the gate the gate attendant will ask for their name. The gate attendant will then enter the name into the computer and the pass will be printed. Please keep in mind, this is for daily guests or daily vendors only; you will still be required to contact the gate attendant to add a guest or vendor to your permanent list.

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### Your Board of Directors

**President:**  
William Ghawi

**Vice President:**  
David Northcutt

**Treasurer:**  
Bob King

**Secretary:**  
Christine Daily

**Member at Large:**  
John Arena

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*Next Board of  
Directors Meeting:*

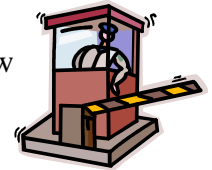
*March 18, 2009*

*Keystone Pacific  
Office, Irvine.  
General Session  
begins at 6:30 p.m.*

*If you wish to address  
the Board at the  
meeting, you must  
contact the  
management office  
prior to the meeting to  
have your name and  
item of discussion  
placed on the agenda.*

## LASER DECALS

Have you noticed your laser decal not reading properly at the entrance gates? Here are a few things to try:



- Gently wipe off excess dirt, dust or grime so the lines can scan properly.
- If you had your car waxed recently there may be excess wax on the decal, which will cause it to not read properly. Clean the decal carefully with soap to remove the wax.
- If you attempted to remove the decal, it will no longer work. You will need to buy a new one.

Each homeowner is provided two (2) decals free of charge when they first move into Trailwood. Each additional decal is \$10.00. Decal registration forms are available at the Canyonwood Gatehouse. Completed forms may be mailed with your assessment payment to Keystone Pacific Property Management, Inc., 16845 Von Karman, Suite 200 in Irvine, CA 92606.

Don't forget that you should be providing guest passes, rather than vehicle decals, for your landscaper, housekeeper, or other service providers. Your friends and relatives can also be added to your permanent guest list to allow them access to the property. Laser decals should be installed on residents' vehicles only.

## STREET PARKING REMINDER

Please remember to comply with the Association's rules regarding street parking. All residents should be utilizing their garages and driveways for parking, prior to parking vehicles on the street. In addition, please advise your guests to not block any corners, mailboxes, or driveways. Lastly, please make sure to remove your vehicles from the street and have your vendors remove their vehicles from the street on street sweeping day. The streets are swept on the **first Thursday of each month.**

## GATE ATTENDANTS

Please let us know how the gate attendants are doing. A large part of your monthly assessment is used to pay for the gate attendants. Are you receiving calls from the gate attendant prior to guests knocking on your door? Are vendors showing up at your door unannounced? If you are not receiving a phone call prior to someone arriving at your home, please email Cindy Ritter at [critter@keystonepacific.com](mailto:critter@keystonepacific.com) and provide her with the date and time of the incident. This information will be passed onto the Post Commander so that the procedures can be reviewed with the gate attendant. The Board is always interested in hearing from the residents.

## MANAGEMENT/COMMUNITY INFORMATION

LASER DECALS: Please contact Julie Haye at (949) 838-3207; E-mail: [jhaye@keystonepacific.com](mailto:jhaye@keystonepacific.com)

PARK RESERVATIONS OR MAINTENANCE REQUESTS: Please contact Julie.

BILLING QUESTIONS: Please contact Accounting at (949) 833-2600

CANYONWOOD GUARDHOUSE: (714) 832-0586; Fax (714) 832-1551

CREEKGLEN GUARDHOUSE: (714) 573-9879

COMMUNITY MANAGER: Cindy Ritter, CCAM®

Keystone Pacific Property Management, Inc.

16845 Von Karman, Suite 200 Irvine, CA 92606

Direct Line: (949) 838-3245; Fax: (949) 833-0919

E-mail: [critter@keystonepacific.com](mailto:critter@keystonepacific.com)



Happy St. Patrick's Day