

February 2020



# NORTHWOOD POINTE

www.nwpointe.org

## ANNUAL MEETING - CANDIDACY APPLICATIONS



There are two (2) seats up for the annual election for the Northwood Pointe Board in April, each for a two (2) year term. The members of the Board of Directors are the elected representatives of the Homeowners Association and are the only officers of the Corporation. The Board of Directors has the exclusive responsibility to supervise the property, sub■contractors, finances, CC&Rs, Rules and Regulations, and in general, make any decisions which may affect the Association and its members.

If you are interested, please complete and return the Application for Candidacy that was included in your January statement no later than January 31, 2020. If you do not have a candidacy statement, please contact [tduhoux@keystonepacific.com](mailto:tduhoux@keystonepacific.com) and request that a copy be emailed to you.

## HOMEOWNER ASSESSMENT CHANGE



Effective October 2019, the payment address for assessments had changed to: PO BOX 513380, Los Angeles, CA 90051-3380

Please review your payment checks to ensure the correct address. This is particularly important for payments sent directly by your bank though a bill pay service. Payments sent to the old address will not be received or processed, which may lead to late charges and escalated delinquency action & fees.

## JANUARY 13, 2020 BOARD MEETING HIGHLIGHTS

- November 4, 2019 General Session Meeting Minutes were approved
- October 31, 2019 and November 30, 2019 Financial Statements were accepted
- Merrill Lynch CD's were invested
- Adoption of the Proposed Election Rules was approved
- Villa Park tree trimming proposal was approved
- Brooker painting proposal was approved
- Ratification of the Executive Committee Decisions
- Next Meeting: March 9, 2020



### BOARD OF DIRECTORS:

|                  |                 |
|------------------|-----------------|
| President:       | Lata Jobanputra |
| Vice President:  | Dave Petka      |
| Treasurer:       | Melody Alvarado |
| Secretary:       | Mark Mortensen  |
| Member at Large: | Bob King        |

### NEXT BOARD MEETING:

**Monday, March 9, 2020**  
6:00 P.M.

Keystone Pacific Property Management, LLC  
16775 Von Karman, Suite 100  
Irvine, CA 92606

*The final agenda will be posted at the Meadowood pool bulletin board. You may also obtain a copy of the agenda by contacting Management at 949-838-3248.*

### IMPORTANT NUMBERS:

#### ASSOCIATION MANAGER:

**Teresa Duhoux, CMCA, AMS, PCAM**  
Phone: 949-838-3248  
[tduhoux@keystonepacific.com](mailto:tduhoux@keystonepacific.com)  
**Emergency After Hours: 949-833-2600**  
Fax: 949-377-3309

#### COMMON AREA ISSUES:

**Angelique Smith**  
Phone: 949-838-3246  
[asmith@keystonepacific.com](mailto:asmith@keystonepacific.com)

#### BILLING QUESTIONS/ ADDRESS CHANGES/ WEBSITE LOGIN:

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

#### ARCHITECTURAL SUBMITTALS:

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

#### INSURANCE BROKER:

Armstrong/Robitaille/Riegle  
830 Roosevelt, Suite 200  
Irvine, CA 92620  
(949) 487-6131

**POOL KEYS:** \$50.00 check payable to Northwood Pointe Maintenance Association. Please call Angelique@949-838-3246 or email: [asmith@keystonepacific.com](mailto:asmith@keystonepacific.com)

Managed by Keystone  
16775 Von Karman Ave., Suite 100  
Irvine, CA 92606

## February 2020 REMINDERS

Keystone is Closed in Observance of President's Day -  
Monday, February 17th



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.

February 14th - Valentine Day



Monday, March 9, 2020— Board Meeting @ 6:00 P.M.  
Location: Keystone Pacific Property Management, LLC  
16775 Von Karman, Suite 100  
Irvine, CA 92606



### CALIBER ONLINE PAYMENT FEATURE

You may make one-time ACH payments through [www.kppmconnection.com](http://www.kppmconnection.com). In addition, Keystone Pacific is excited to introduce recurring online ACH payments. Please visit [www.kppmconnection.com](http://www.kppmconnection.com) to access your online payment account. You may still access your account using your current email address and password. If you have not registered for The KPPM Connection, please have your new account number readily available.

## NORTHWOOD POINTE FLASH SWIM TEAM UPCOMING SEASON 2020 - LOOKING FOR SWIMMERS



Families interested in joining the Northwood Pointe Flash Swim Team this summer should email all of the information requested below to: [NWPFlashPresident@gmail.com](mailto:NWPFlashPresident@gmail.com) no later than March 1, 2020 to be included in the lottery. Please send the following information: children's names, genders, and ages as of June 1, 2020; your address and number of years as a NWP resident as of March 1, 2020. Most importantly, include an e-mail address and phone number where you can be contacted. Swimmers must be residents of Northwood Pointe and MUST be able to swim the length of the pool (25 yards) unaided. The lottery will be held in the middle of March.

### HOMEOWNERS ARE RESPONSIBLE FOR THEIR TENANTS

Owners, if you are renting out your property, please ensure that your tenants have a copy of the Master and Sub-Association *Rules and Regulations* and adhere to them. As the homeowner, you are ultimately responsible for their actions. If you do not have a copy of the Rules and Regulations, please contact Keystone Pacific Property Management, LLC and one can be provided to you. You may also want to provide them with a copy of the monthly newsletter.

### INCREASE TRASH LEFT AT RECEPTACLES

There has been an increase in trash left at the receptacles throughout the Northwood Pointe community on Meadowood. Please do not dispose your trash in the receptacles. The receptacles cannot handle large amounts of trash. Please use your personal trash bin for waste. Thank you for your cooperation.

### ARCHITECTURAL GUIDELINES FOR NORTHWOOD POINTE

If you are considering to complete exterior improvements to your home, please keep in mind that you must submit for architectural approval prior to commencing work. The review process allows 30 days for review of your submittal from the time of receipt of a completed application. Incomplete applications will be sent back for re-submittal and will not be considered. Due to the volume of submittals, Management cannot expedite the review of any applications; applications will be processed in the order in which the applications are received. If you would like to view the guidelines and application, please visit the Association's website at: [www.nwpointe.org](http://www.nwpointe.org) to download the material or email [tduhoux@keystonepacific.com](mailto:tduhoux@keystonepacific.com) to request a copy.