



**MARCH 2010**

[www.ShadyCanyonHOA.org](http://www.ShadyCanyonHOA.org)

**BOARD OF DIRECTORS**

President: **Mike Noggle**  
Vice President: **Richard Liggitt**  
Treasurer: **Mike Gray**  
Secretary: **Rich Cadarette**  
Member at Large: **Mike Reeves**

**YOUR  
KEYSTONE  
PACIFIC TEAM**



Shady Canyon On Site Office  
75 Shady Canyon Drive  
Irvine, CA 92603

**Community Manager:**

Shana Aaberg  
(949) 679-5660  
Fax: (949) 679-5662  
saaberg@keystonepacific.com

**Common Area**

**Maintenance/Recreation Associate:**

Deborah Marino  
(949) 679-5557  
Fax: (949) 679-5662  
dmarino@keystonepacific.com

**Architectural Coordinator:**

Sherry Shandra  
(949) 679- 5556  
Fax: (949) 679-5662  
sshandra@keystonepacific.com

**Customer Care/Address Changes:**

(949) 833-2600  
accounting@keystonepacific.com

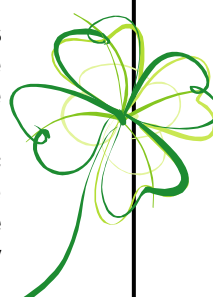
**Emergency After Hours: Keystone  
Pacific Property Management, Inc.**  
(949) 833-2600

**ANNUAL ELECTION/MEETING OF THE BOARD OF DIRECTORS**

The Annual Election and Meeting of the Board of Directors will be held on April 7, 2010. There will be three (3) positions on the Board of Directors up for election. The deadline for submittal for of your application to serve on the Board was February 1, 2010. Please watch for your election package with a ballot that you will receive in the mail. Please vote as we will need 135 homeowners to vote in order to achieve quorum and hold the election.

**SHADY CANYON GATE STAFF**

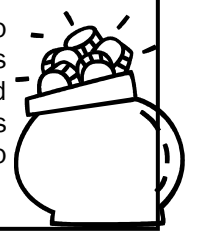
The gate staff here at Shady Canyon is tasked with regulating vehicular access to the community based upon the directives set forth in the Shady Canyon Governing Documents. Each day, they strive to provide courteous, professional service while still enforcing the regulations that they have been instructed to enforce. We understand that from time to time this may seem like an inconvenience, however, please understand that they are not trying to be difficult or disrespectful, they are simply doing their job. Please refrain from becoming aggressive with the staff if you feel that a situation has not been handled properly, as it may simply be a misunderstanding. Recently, gate staff turnover that has resulted due to poor treatment from residents and guests has been on the rise. For example, a fairly new gate attendant who seemed to be catching on quickly and very pleasant to guests and residents alike, made a small mistake and was in turn yelled at to the point that he walked off of the post. Please keep in mind that gate staff turnover generally translates to more delays at the gates while the new staff member becomes acquainted with the site. Gate staff who are well acquainted with the site tend to make less mistakes and are able to offer more personalized service. Therefore, we kindly request that you keep this in mind during your dealings with the gate staff, as well as instruct your guests to be cooperative so that the staff can keep the gates moving efficiently. If for any reason you feel that a specific gate attendant is not doing their job properly or was exhibiting an attitude that you found offensive, please contact Management with the date, time and location (East or West gate) so that the situation can be appropriately addressed. Thank you for your understanding and cooperation!



**VILLAS/SYCAMORES UPDATE**

Hopefully, you have noticed an improvement with the maintenance of your front yard. My Botanica has been working hard to complete the intensive clean up and trimming of the front yards and is looking forward to completing the planting rejuvenation to fill in the bare areas. The start date for this work was unfortunately pushed back a few times due to the rain. While the rain is beneficial to the existing plant material, it is not ideal for the installation of new plant material. We will need a couple of consecutive dry weeks to begin this project so keep your fingers crossed.

In the future, the Villas/Sycamores committee would like to be able to send out updates such as the planting update above as well as miscellaneous other monthly updates via email. If you would like to receive these updates, please send your email address to [saaberg@keystonepacific.com](mailto:saaberg@keystonepacific.com) and request to be added to the Villas/Sycamores email distribution list.



## March 2010 Reminders

- \* **Street Sweeping Days:** Every Sunday between 9 A.M. to 1 P.M. and every Tuesday between 11 A.M. to 3 P.M.
- \* **Trash Pick-Up Days:** Every Friday. Please remove trash cans from the common areas within 24 hours after trash pick-up.
- \* **Wednesday, 3/3/10 - Board Meeting at 4:00 P.M.** Location: Recreation Facility – 75 Shady Canyon Drive.

### GATE ATTENDANT CONTACT INFORMATION

**EAST GATE** (Located off the 405 freeway) :  
Phone: 949-509-1947

Fax: 949-509-9282

**WEST GATE** (Located at 130 Shady Canyon Drive):

Phone: 949-823-0015

Fax: 949-823-1836



## COMMUNITY REMINDERS

### PARTIES & SPECIAL EVENTS

Homeowners hosting parties or other such events that require access for more than five (5) vehicles through the gate **must** submit a guest list and a Member Special Event Access Request Form to Management no less than five (5) days prior to the event. This information may be faxed to 949-833-0919 or emailed to Deborah Marino at [dmarino@keystonepacific.com](mailto:dmarino@keystonepacific.com). This will help avoid the inconvenience of unnecessary admittance delays for your guests. If for some reason you are not able to forward your list to Management within the specified timeframe, your list may be faxed to the West Gate at 949-823-1836 in a pinch, as it is better for the gate to have a list, however it is preferred that the designated timeframes be observed so that the gate staff can properly plan to accommodate guest entry requirements. Please keep in mind that only your listed guests will be permitted into the community. The gate ambassadors will not grant access to any unregistered guests. Thank you for your understanding and cooperation!

### RESERVING THE RECREATION FACILITY

The recreation facility is available for homeowners to reserve for parties and special events. The patio/BBQ area and recreation facility must be rented together as a package and will not be rented separately. The rental fee for the patio/BBQ area and recreation facility is \$300.00 with a refundable deposit of \$1,000.00 to cover any damages caused to the facility during an event. All checks shall be made payable to Shady Canyon Community Association. You can obtain a rental application from the community website, [www.shadycanyonhoa.org](http://www.shadycanyonhoa.org) under Forms. If you would like to reserve the recreation facility/patio/BBQ area, please contact Deborah Marino at 949-679-5557.

### EXTERIOR IMPROVEMENTS

Please keep in mind that if you are planning on making any exterior improvements to your home, you need to obtain approval from the Shady Canyon DRC (Design Review Committee). The Association's CC&R's, Article VIII, Section 8 Improvements states, "No Improvement shall be constructed, altered or removed (other than those repairs or rebuilding permitted under the Article entitled "Damage or Destruction of Improvements Maintained By the Master Association" without the approval by the Design Review Committee, as set forth Herein below except those Improvements which are constructed by Declarant and/or a Merchant Builder during the development of the Community." If you have any questions regarding the architectural process, please feel free to contact the Architectural Coordinator, Sherry Shandra at 949-679-5556 or by stopping by the Shady Canyon On-site Office located at 75 Shady Canyon Drive.

### POOL KEYS

If you are a new homeowner, you will receive 4 (four) pool keys free of charge. If you have lost your pool keys, or require additional keys they are available at a charge of \$25.00 each. To arrange pick-up of pool keys, please contact Deborah Marino at 949-679-5557.

### ON-SITE OFFICE

As a reminder, the Shady Canyon On-office is located in the recreation facility at 75 Shady Canyon Drive. The office hours are Monday through Friday from 9:00 a.m. to 5:00 p.m., closed noon to 1:00 p.m. each day for lunch. Feel free to stop by or call during business hours, 949-679-5660, with any questions or concerns!