

MARCH 2016

THE HIGHLANDS

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

CONSOLIDATED ARCHITECTURAL STANDARDS

The Board adopted the Consolidated Architectural Standard at the January 28, 2016 meeting. Copies of the Consolidated Architectural Standards will be available by the bulletin board located at the pool area for review. The purpose of the revisions is to provide a current comprehensive and clear Architectural Standards for all homeowners. www.myhoa.com/highlands

SLOPE BANK RUN-OFF

Homeowners are responsible for conducting regular inspections, maintenance and repair of all yard drains and the paths of surface-drainage on their properties to prevent flooding of their homes, and to prevent water from being diverted onto adjacent properties. This responsibility extends to homeowner-installed drainage devices or drainage systems located at the bottom of the slope bank behind your home.

DAYLIGHT SAVINGS TIME IS HERE!

This year daylight savings will begin March 13, 2016. Do not forget to set your clocks one hour forward!

PICK UP THE TRASH

Please help keep our community looking beautiful. This is your home as well as your investment! By helping to keep the trash out of the common areas, you are protecting your property value. Next time you go on a walk and notice trash in the common area, take a moment to pick it up and throw it away in a trash bin. It will only take a minute of your time but it would make a world of difference. Thank you for your cooperation!

CITY INFO: PET LICENSES

All dogs age four (4) months and older living in the City of Irvine are required by law to have and wear a city-issued license. A license provides identification in case your dog is lost, and keeps the community safe by ensuring that all dogs are vaccinated against rabies. Licensing fees constitute a primary source of support for the homeless animals at the Irvine Animal Care Center. You can license your pet by visiting the shelter, calling them at 949-724-4441 or downloading the application from their website

www.irvineshelter.org

BOARD OF DIRECTORS:

President: Hugh Chewning
Vice-President: Don Geller
Treasurer: George Malouf
Secretary: John Baker
Member-at-Large: Neil Matsui

UPCOMING BOARD MEETINGS:

March 24, 2016 & April 28, 2016
6:30 P.M. @ Turtle Rock Community Center
1 Sunnyhill
Irvine, CA 92603

The final agenda will be posted at the bulletin board in the pool area. You may also obtain a copy of the agenda by contacting management at 949-838-3218.

WEBSITE ADDRESS:

www.myhoa.com/highlands

IMPORTANT NUMBERS:

ASSOCIATION MANAGER:

Lisa Munson
Phone: 949-838-3218
Emergency After Hours: 949-833-2600
Fax: 949-833-0919
lmunson@keystonepacific.com

COMMON AREA ISSUES:

Scott Stubbs
Phone: 949-430-5808
sstubbs@keystonepacific.com

BILLING QUESTIONS/ ADDRESS CHANGES/ WEBSITE LOGIN:

Phone: 949-833-2600
Fax: 949-833-0919
customer@keystonepacific.com

INSURANCE BROKER:

State Farm General Insurance Company
Phone: (714) 289-1778

CITY OF IRVINE

Phone: (949) 724-6000



MARCH 2016 REMINDERS

- 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.
- Street Sweeping Day - 2nd and 4th Wednesdays
- Trash Pick-Up Day - Friday (Saturday after a holiday)
Please remove trash cans from the common areas after this day.
- Upcoming Board Meetings
March 24, 2016 & April 28, 2016
Turtle Rock Community Center @ 6:30 P.M.



SIGN UP FOR THE ACH PROGRAM

Save time and money and never miss a payment again! Sign up to have your assessment payments automatically debited from your checking or savings account. Please call Customer Care at 949-833-2600 or send an e-mail to customercare@keystonepacific.com to request an ACH application.



POOL & SPA

The spa is always hot and the pool is maintained at 80 degrees during the spring, so enjoy the water and maybe swim a few laps. Pool hours are 7:00 am to 10:00 pm.

ALERT TO ALL HOMEOWNERS!

Remember to lock your doors, windows and cars. There has been recent vandalism to homes and cars. Keep an eye out and report anything suspicious to the Irvine Police Department at 949-724-7000. Whenever possible, it's best to park your car in the garage, and keep the garage door closed.



ARCHITECTURAL APPLICATIONS

The Board would like to remind our homeowners that prior to any repairs, or any exterior modifications are made to your homes that involve adding or removing any features or elevation, repainting, or the replacement of any windows or doors, you must first submit an application to architectural@keystonepacific.com and receive approval from the Architectural Committee.

WWW.MYHOA.COM/HIGHLANDS

Visit the community website to:

- Obtain the Architectural Standards
- Submit maintenance requests and address changes
- Get the latest community news and updates
- Obtain minutes, newsletters, policies and much more!

Should you have questions about the information you see on the community website or if you would like to see something added, please contact Management.

