

APRIL 2016

THE HIGHLANDS

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



MEMORIAL DAY POOL PARTY

Kick-off the summer at the Highlands' annual pool party on Monday, May 30, 2016 from 2:00 p.m. to 5:00 p.m. Meet your fellow residents and Board members. More information to come in the May newsletter.



PAINTING

Is your house in need of a fresh coat of paint? Check out the colors available at the bulletin board at the pool. Talk to your attached neighbor about whether you would both like to make the change. Please remember that a Paint Declaration and applicable forms are required before you begin your paint project.

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.

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!

BOARD OF DIRECTORS:

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

UPCOMING BOARD MEETINGS:

April 28, & May 26, 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
ssubbs@keystonepacific.com

BILLING QUESTIONS/ ADDRESS CHANGES/ WEBSITE LOGIN:

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

INSURANCE BROKER:

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

CITY OF IRVINE

Phone: (949) 724-6000



APRIL 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
April 28 & May 26, 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 78 degrees during the winter, so enjoy the water and maybe swim a few laps. Pool hours are 7:00 am to 10:00 pm.

EXISTING NON-CONFORMING STRUCTURES

The Architectural Committee shall have the authority to recommend and the Board shall have the authority to approve a Variance. Such approval may include mitigating measures or materials not otherwise required or allowed by the contents of the Standards. Existing non-conforming structures or uses shall not be grounds for the granting a Variance.



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.

