

September 2016

THE HIGHLANDS

www.MyHighlandsHOA.com

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



REMEMBER TO VOTE

The Annual Election will be held at the September 22, 2016, Board of Directors Meeting. Please be sure to send in your ballot envelope. Remember to insert the white ballot envelope into the special brown envelope, and don't forget to write your info in the upper left hand corner and sign.

**Your vote counts! Vote for the Board of Directors!
Return your ballot today!**



SYNTHETIC TURF PRODUCT INSTALLATION

Front Yards, Side Yards and Rear Yards, require all homeowners to submit an "Synthetic Turf Application & Agreement. Pre-approved synthetic turf products and application can be found in the Highlands Architectural Standards and can be found on the website www.myhighlandshoa.com.

TREE HEALTH CARE IN THE COMMUNITY

Five years of severe drought has led to various types of plant and tree stress. Trees such as Pines and Eucalyptus which rely on deep water reserves are suffering because we only are irrigating with shallow water. As a result, trees are giving off pheromones which attract insects such as beetles and spider mites.

A good suggestion, is to have your landscaper inspect your trees for beetles and spider mites. There are applications available and can be applied to help protect the trees from infestation and thus preserving your trees.

BOARD OF DIRECTORS:

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

UPCOMING BOARD MEETINGS:

September 22 & October 27, 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.myhighlandshoa.com

IMPORTANT NUMBERS:

ASSOCIATION MANAGER:

Lisa Munson
Phone: 949-838-3218
lmunson@keystonepacific.com

COMMON AREA:

Araceli Chavez
949-430-5808
achavez@keystonepacific.com

Emergency After Hours: 949-833-2600

Fax: 949-833-0919
lmunson@keystonepacific.com

BILLING QUESTIONS/ ADDRESS CHANGES/ WEBSITE LOGIN:

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

INSURANCE BROKER:

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

CITY OF IRVINE

Phone: (949) 724-6000

September 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
September 22 & October 27, 2016



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.



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.

ASSOCIATION MAINTAINED SLOPES

Please remember not to install plant material on the Association maintained slopes. If homeowner installed plant material needs to be removed from the slopes, the responsible homeowner could be charged for the expense. If you have concerns with the condition of the slope behind your home, please contact Lisa Munson at Keystone Pacific Management at (949) 838-3218 or email lmunson@keystonepacific.com.



ARCHITECTURAL APPLICATIONS

The Board would like to remind our homeowners that prior to starting any repairs or exterior modifications to your homes that involve adding or removing any features, including turf removal, 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.myhighlandshoa.com

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.

