

January 2017

THE HIGHLANDS

www.MyHighlandsHOA.com

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

FENCE REPLACEMENT

The Highlands HOA will be starting Phase II of the wrought iron fence replacement project in early 2017. The wrought iron fencing that sits atop the short masonry wall running along Turtle Rock Drive will be replaced, affecting 31 homes. These homes will receive additional information on the project as we get closer to the start date.

SOCIAL COMMITTEE & VALENTINE PARTY!

Reut Goren has generously volunteered to head up our social committee and is planning a number of fun events for our families in the Highlands' Community. If you are interested in lending your creative talents and efforts and would like to help Reut, please contact our association manager, Lisa Munson by email:

lmunson@keystonepacific.com.

Kicking off the 2017 events, Reut is planning a Valentine's get-together on Saturday, February 18, 2017 from 3:30-5:30 pm at the pool. This will be a fun event for the entire family featuring music and food. More details will be in the February newsletter and a flyer will be posted at the pool.

STREET PAVING

Kudos to the City of Irvine, Public Works Department, for a great job in paving the streets in the Highlands Association and surrounding areas. Board members have been working with the City on this project for the last two years and we are very pleased that the job has finally been completed. Thank you to all the residents and homeowners for your cooperation with this project that has enhanced the appearance and value of our homes.

LIGHTING

If possible, please remove any exterior Holiday Lights and Ornaments no later than one week after the New Year.

Also, please remember to submit plans to the Architectural Committee prior to installing motion detection lights or exterior security lights. The committee can offer sage advice regarding the efficient manner of focusing the lights or changing the bulbs in a way that will not inadvertently disturb the neighboring homes. Motion detectors should NOT trigger lights to turn on from walking on the public sidewalks. Please adjust the sensor accordingly.

BOARD OF DIRECTORS:

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

UPCOMING BOARD MEETINGS:

January 26, 2017 & February 23, 2017
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
customercare@keystonepacific.com



January 2017 REMINDERS

Keystone Pacific Closed in Observance of New Year's - Monday, January 2nd

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 Meeting:
January 26, 2017 & February 23, 2017**

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.



HOLIDAY TRAVEL

If you will be traveling during the holidays, don't let your uncollected newspapers, flyers, and mail be a signal to burglars! Ask a trusted neighbor to help by picking up your front yard and step. Consider letting them know where you will be and how they can reach you in case of an emergency. Mail Hold: www.usps.com or call 1-800-215-8777.

A good tip: use a variable timer for interior lights so that your home does not appear empty or vacant for an extended period of time.

POOL & SPA OPEN IN THE WINTER

The pool is heated to 78 degrees during the winter, and the spa is always hot, so enjoy a swim or a soak. Hours are 7am to 10pm.

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.

