

April 2017

THE HIGHLANDS

www.MyHighlandsHOA.com

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

FENCE REPLACEMENT PROJECT COMPLETED

You might notice that our brand new fences are completed along Turtle Rock Drive. Thanks to all the homeowners involved for preparing and accommodating the work crews. A big "thank you" to Bill Baker, Fence Committee Chair, for help and expertise in working with our vendor and completing this project so efficiently.

WATERING YOUR LAWN AND LANDSCAPING

With the rainy season just about over, it's time to set and adjust your sprinkler system.

- Water your plants in the early morning or evening to reduce evaporation.
- Too much water is just as bad for your plants as not enough. Watering usually needs to occur only once or twice a week.
- Check your sprinkler system for leaks and overspray and repair as needed.

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.

You can find the form on our website, www.myhighlandshoa.com, near the bottom of the "Requirements for Home Construction" page.



MEMORIAL DAY POOL PARTY

Kick-off the summer at the Highlands' annual pool party on Monday, May 29, 2017 from 2:00 p.m. to 5:00 p.m. Meet your fellow residents, Board members and Social Committee member. Music from Melinda Baker (on guitar), food and beverages will all be provided. See you there!



BOARD OF DIRECTORS:

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

UPCOMING BOARD MEETINGS:

April 27, 2017 & May 25, 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



April 2017 REMINDERS

Keystone Pacific Closed in Observance of Good Friday - Friday, April 14th

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:
April 27, 2017 & May 25, 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.



LOSS ASSESSMENT COVERAGE

The Association's insurance agent suggests that you ask your insurance agent about Loss Assessment Coverage. This is usually very inexpensive coverage that is available as an endorsement on your existing homeowner's policy. Although the Association carries \$5 Million of liability coverage, if a judgement greater than this was ever awarded to an injured party, Associations typically split the cost of the "excess amount" among all homeowners in the form of a special Assessment. Loss Assessment coverage would pay your share of this difference. Check with your insurance agent to see if this coverage is appropriate for you.

SIGN UP FOR "eNEWS"

Providing us with your email address allows us to contact you quickly and cost effectively. And we would never rent, sell, or trade your email information. It's strictly for our correspondence. Please go to our website, www.myhighlandshoa.com, and the "Sign up for eNews" link is at the far right of the top menu.

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.

