

OCTOBER 2013

THE HIGHLANDS

Professionally Managed by Keystone Pacific Property Management, Inc. - 16845 Von Karman, Ste. 200, Irvine, CA 92606

PROPOSED CHANGES TO EXISTING PAINT COLORS

The Board of Directors is considering changes to the existing Dunn Edwards colors for the homes in The Highlands Community. The changes are as follows:

1. Updating the body color options.
2. Updating the front door colors by adding new colors.

The proposed color board is currently displayed at the pool bulletin board.

In accordance with California Civil Code 1357.130, the Association must distribute proposed rule changes stating the purpose and effect, to the membership at least thirty (30) days before making the change or adopting a new rule. If you have any comments or concerns, please send an email or fax to Management thoroughly explaining your position.

A decision on the proposed rule change will be made at a meeting of the Board of Directors scheduled for October 24, 2013 at 7:00 P.M. at the Turtle Rock Community Center.

Should you wish to comment on the proposed rule change, please submit your comments in writing to:

The Highlands Community Association
16845 Von Karman, Suite 200
Irvine, CA 92606
Attention: Kim Dean

You may also attend in person at the Board meeting noted above or fax your comments to (949) 833-0919 or email to kdean@keystonepacific.com. The Board will take all comments into consideration prior to implementing the rule change. Should you have any further questions, please feel free to contact Management.

REPLACEMENT ADDRESS LIGHT

For homeowners who need a referral for a replacement address light, the Board of Directors has approved a replacement address light for the Highlands Community Association.

The new address light is affordable and easy to install by you or an electrician.

Please see the enclosed replacement address light flyer for more information.

BOARD OF DIRECTORS:

President: William Baker
Vice-President: Don Geller
Treasurer: Don Major
Secretary: Hugh Chewning
Member-at-Large: Neil Matsui

NEXT BOARD MEETING:

Thursday, October 24, 2013
6:30 P.M. @ Turtle Rock Community Ctr.
1 Sunnyhill, Irvine, CA 92603

The final agenda will be posted at the pool area. You may also obtain a copy of the agenda by contacting management at 949-838-3291.

WEBSITE ADDRESS

www.myhoa.com/highlands

IMPORTANT NUMBERS:

ASSOCIATION MANAGER:

Kim Dean
Phone: 949-838-3291
Emergency After Hours: 949-833-2600
Fax: 949-833-0919
kdean@keystonepacific.com

COMMON AREA ISSUES:

Brooke Voight
Phone: 949-838-3254
bvoight@keystonepacific.com

BILLING QUESTIONS/ ADDRESS CHANGES/ WEBSITE LOGIN:

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

ARCHITECTURAL DESK:

Phone: 949-838-3239
architectural@keystonepacific.com

INSURANCE BROKER:

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

CITY OF IRVINE

Phone: (949) 724-6000

OCTOBER 2013 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: 2nd and 4th Wednesdays**
- **Trash Pick-Up Days: Fridays**
Please remove trash cans from the common areas after this day.
- **Board Meeting: Thursday, October 24, 2013**
Turtle Rock Community Center

A MEMBERS RIGHT TO PRIVACY

California Civil Code allows a member to request to be removed from the membership list to prevent release of their private contact information to a member requesting the membership list. In order to opt-out of the membership list, you must notify the Association **in writing**. If you choose to opt-out of sharing your name, property address, email address and mailing address under the membership list, the opt-out designation shall remain in effect until changed by you, by **written** notification to management. If you wish to opt-out, please complete the Opt-Out Form on our website at: <http://www.kppm.com/forms/opt-out.php>.

ADDRESS NUMBERS

Please take a moment to make sure that your address number is not covered up by any decorative flags, basketball hoops or landscaping such as ivy or shrubs. It's a good idea to have your address numbers readily visible should any emergency vehicles (fire, ambulance or police) need to locate your house in an emergency because seconds can really count!

LAWN MAINTENANCE

To maintain the beauty of the community, please remember to maintain your front yard landscaping. Lawns should be regularly mowed, weeding performed on a routine basis and the shrubs and trees trimmed as required.

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! Also, don't forget to recycle whenever possible!

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. (Cat licensing is optional). 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 in person, calling them at (949) 724-4441 or downloading a license application from their website a www.irvineshelter.org.

