

JULY 2014



THE HIGHLANDS

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

ANNUAL ELECTION OF THE BOARD OF DIRECTORS

The Highlands Community Association is seeking a few volunteers to become members of the Board of Directors. Candidacy applications were included in the June newsletter. Management can also email a copy of the candidacy application if requested. We're looking for five (5) homeowner volunteers to serve a term of one (1) year. Meetings are held monthly at the Turtle Rock Community Center which is located just across the street from the Association. If you care about the community, please consider volunteering to serve as a member of the Board of Directors.

FENCE REPLACEMENT PROJECT

The fence replacement project for the Association is now underway. The Association maintained wrought iron fences are being replaced with a higher quality and more durable product. In addition, the old wood support posts will be replaced with long-lasting galvanized tubular-steel. Reserve funds will be used and a dues increase is not anticipated at this time.

All homeowners affected have been given ample notice. Please be advised that when work begins in your area, your fence may be down for up to a week and you'll need to make arrangements for any pets normally kept in the yard. The Association is responsible to remove plants and groundcover that come from Association maintained property and homeowners will be asked to remove plants and groundcover from their side.

Homeowner owned and maintained fences are not included in this project, but the fence contractor will make themselves available to work directly with any homeowner. Contact Management if you do not know if the Association maintains your fence. If you have any questions or comments, you're invited to attend our next Board Meeting scheduled for Thursday, June 26 at 6:30 p.m. at the Turtle Rock Community Center.

BOARD OF DIRECTORS:

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

UPCOMING BOARD MEETINGS:

Thursday, June 26, 2014 @ 6:30 P.M.
Thursday, July 24, 2014 @ 6:30 P.M.
Turtle Rock Community Center
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
Email: kdean@keystonepacific.com
Emergency After Hours: 949-833-2600
Fax: 949-833-0919

COMMON AREA ISSUES:

Whitney Barlow
Phone: 949-838-3254
wbarlow@keystonepacific.com

BILLING QUESTIONS/ ADDRESS CHANGES/ WEBSITE LOGIN:

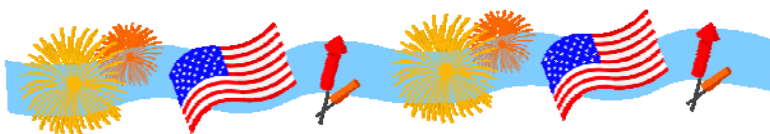
Phone: 949-833-2600
customer-care@keystonepacific.com

ARCHITECTURAL DESK:

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

INSURANCE BROKER:

State Farm General Insurance Company
7622 E. Chapman, Suite B, Orange, CA 92869
Phone: (714) 289-1778
Fax: (714) 289-0491



JULY 2014 REMINDERS

■ Keystone Pacific Closed in Observance Independence Day - Friday, July 4th

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 area after this day.

■ Upcoming Board Meetings:

Thursday, June 26, 2014

Thursday, July 24, 2014

6:30 PM

Turtle Rock Community Center

SIGN UP FOR COMMUNITY E-NEWS

Sign up to receive news and updates pertaining to our community association via email.

To sign up, please register from the "Update My Profile" page once you have logged into your billing account at www.keystonepacific.com.

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 customer care@keystonepacific.com to request an ACH application.

FLAG ETIQUETTE

Flag Day (June 14) and Independence Day (July 4) are just around the corner and the Board encourages all homeowners to proudly fly our country's flag. The Flag Code has been adopted by Congress to guide every American in how to properly display and care for our flag. If you want to read the full text of the Code, you can find it at www.ushistory.org/betsy/flagcode.htm. Major points pertinent to flying the flag at home are:

It is the universal custom to display the flag outdoors only from sunrise to sunset. However, the flag may be displayed twenty-four hours a day if properly illuminated during the hours of darkness.

The flag should not be displayed on days when the weather is inclement, except when an all-weather flag is displayed.

When displayed either horizontally or vertically against a wall or in a window, the union or blue field should be uppermost and to the observer's left.

The flag should never be displayed with the union down, except as a signal of extreme danger to life or property.

The flag should never touch anything beneath it, such as the ground, the floor, water, or merchandise. Be careful to prevent the flag from being soiled, torn or damaged.

When the flag is in such condition that it is no longer a fitting emblem for display, it should be destroyed in a dignified way, preferably by burning.

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!

