

OCTOBER 2014

THE HIGHLANDS

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



HALLOWEEN SAFETY TIPS

Below are some suggestions from the Halloween Safety website www.halloween-safety.com regarding Halloween costume safety.

- Costumes should be made of flame retardant material.
- Make sure to work into your child's costume reflector strips, a flash light or light stick to make them more visible at night.
- If your child is wearing a mask, make sure that the eye holes are big enough to see not only in front but peripherally as well. You may have to cut them open further yourself. If so, use some black or gray grease paint around the eye socket to cover skin.
- If you and your child are going out with a group, make their costume a unique one so you can spot them easily in a crowd.

STREET SWEEPING

The Association's streets are swept on the 2nd and 4th Wednesdays of the month by the City of Irvine. Please remember not to park your vehicle on the streets on these mornings so that the streets can be properly cleaned. When there are vehicles left on the streets, the street sweeper has to go around them, not cleaning that portion of the street. Please make arrangements to move your vehicles in your garage or on your driveway so the streets can be properly swept.

**THE CORPORATE OFFICE OF
Keystone Pacific
IS MOVING IN OCTOBER**

16775 Von Karman, Ste. 100, Irvine Ca 92606

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, September 25, 2014 @ 6:30 P.M.
Thursday, October 23, 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

OCTOBER 2014 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 area after this day.
- **Upcoming Board Meetings:**
Thursday, September 25, 2014
Thursday, October 23, 2014
6:30 PM
Turtle Rock Community Center
1 Sunnyhill, Irvine, CA 92603

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.

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.

Please go the Highlands' website at www.myhoa.com/highlands for the most updated forms. Please contact Kim Dean at Keystone Pacific at kdean@keystonepacific.com or (949) 838-3291 with any questions.

CONSERVE WATER!

After three consecutive years of below-normal rainfall, California faces its most severe drought emergency in decades. Governor Jerry Brown has called for Californians to reduce water use by 20 percent voluntarily, and mandatory rationing could be ordered soon so that homes, businesses and farms don't run dry over the summer. Wildfire danger is unusually high.

In response to homeowner inquiries, here is what your Association is doing to conserve water:

Reclaimed water is used in all Association-maintained landscape irrigation
Association water meters show that we have averaged only 61% of our monthly allocation thanks in part to the installation of new irrigation controllers.

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!

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.