

May 2015

THE HIGHLANDS

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

MEMORIAL DAY POOL PARTY

Kick-off the summer at the Highlands' pool on Monday, May 25, 2015 from 2:00 p.m. to 5:00 p.m. Meet your fellow residents and Board members. Food and beverages will be served.



FLAG ETIQUETTE

Memorial Day (May 25), 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.

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, April 23, 2015
Thursday, May 28, 2015
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 949-838-3291.

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:

Chelsea Gentry
Phone: 949-838-3254.
cgentry@keystonepacific.com

BILLING QUESTIONS/ ADDRESS CHANGES/ WEBSITE LOGIN:

Phone: 949-833-2600
customer@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

May 2015 REMINDERS

- **Keystone Pacific Closed in Observance Memorial Day - Monday, May 25th**

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**
Please remove trash cans from the common areas after this day.
- **Upcoming Board Meetings:**
Thursday, April 23, 2015 and Thursday, May 28, 2015
Turtle Rock Community Center @ 6:30 P.M.

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.

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.

ASSOCIATION MAINTAINED SLOPES

Please remember not to install plant material on the Association maintained slopes. If homeowner installed plant material needs to be removed from the slopes, the responsible homeowner could be charged for the expense. If you have concerns with the condition of the slope behind your home, please contact Kim Dean at Keystone Pacific Management at (949) 838-3291 or kdean@keystonepacific.com.

EDISON STREET LIGHTS

If you notice a street light that has gone out, get the pole number (it will be indicated directly on the pole itself) and report it to Edison by calling 1-800-655-4555.

ARCHITECTURAL APPLICATIONS

The Board would like to remind our homeowners that prior to any repairs being made to the outside of your homes that involve adding or removing any features or elevations, or replacing any windows, you must first submit an application to the Architectural Committee.

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.

