

September 2015

THE HIGHLANDS

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

ANNUAL MEETING AND ELECTION

The Highlands Community Association Annual Meeting and Board of Directors election will be held on September 24, 2015 at 6:30 P.M. at the Turtle Rock Community Center. The Board encourages all homeowners to attend and show your support. Please either show up in person to vote or mail in your ballot. The Association needs quorum of 64 homeowners to conduct the election, so please participate.

WATER RATES GOING UP!

As you might be aware, on July 1, 2015, Irvine Ranch Water District raised their rates for residential use. Even though your Association uses recycled water for irrigation, these rates are increasing also. Our landscape contractor is doing everything possible to reduce water consumption to both conserve water and keep costs down. Here are some ways for our homeowners to reduce water consumption:

Outdoors

Water your lawn and plants less. Try to reduce watering to just twice per week.

Water in the early morning or after the sun goes down.

Turn off your irrigation system 48 hours before and after measurable rainfall (Remember to turn it back on!)

Consider a drip-irrigation system. Avoid sprinkler runoff and watering driveways and sidewalks.

Replace water-thirsty lawns & plants with drought-resistant plants and hardscape.

Use water sparingly when washing your cars. (It's better to go to a car wash which recycles their water.)

Absolutely do not use water to wash down your sidewalk or driveway - this is now prohibited!

Indoors

If you have not done so already, install water-saving toilets, washing machines, showerheads and faucets. Check IRWD's website for rebates.

Run the dishwasher & washing machine only when full, using the shortest necessary cycle.

Water houseplants with water used to wash fruits and vegetables or waiting for the tap water/showers to heat up.

Take shorter showers.

Make sure your faucets and toilets are not leaking.

BOARD OF DIRECTORS:

President: Hugh Chewning

Vice-President: Don Geller

Treasurer: William Baker

Secretary: George Malouf

Member-at-Large: Neil Matsui

UPCOMING BOARD MEETING:

Thursday, September 24, 2015

6:30 P.M. @ Turtle Rock Community Center

1 Sunnyside

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.myhoa.com/highlands

IMPORTANT NUMBERS:

ASSOCIATION MANAGER:

Lisa Munson

Phone: 949-838-3218

Emergency After Hours: 949-833-2600

Fax: 949-833-0919

lmunson@keystonepacific.com

COMMON AREA ISSUES:

Jeanette Vega

Phone: 949-430-5808.

jvega@keystonepacific.com

BILLING QUESTIONS/ ADDRESS CHANGES/ WEBSITE LOGIN:

Phone: 949-833-2600

customercare@keystonepacific.com

INSURANCE BROKER:

State Farm General Insurance Company

Phone: (714) 289-1778

CITY OF IRVINE

Phone: (949) 724-6000



September 2015 REMINDERS

- Keystone Pacific Closed in Observance of Labor Day- Monday, September 7th
- Keystone Pacific Property Management
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 Meeting
Thursday, September 24, 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 customercare@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

ARCHITECTURAL STANDARDS

Homeowners, please take note that the out looker beams on the Association homes should never be cut off due to dry rot or damage, but replaced when needed. We appreciate your cooperation in helping keep the Highlands Community looking as pristine as originally designed.

A FEW HOMEOWNERS ARE ADDING UNNECESSARY COSTS TO THE ASSOCIATION

During our property inspections it was noted that some homeowners are allowing their dogs to walk through the recently planted flowers in the front entrance areas. Please walk animals on the green belt areas in the community.



ALERT! THEFT IS ON THE RISE

Remember to lock your car when parking in your drive way and on the street. There have been recent vandalism to cars that are not locked.

ARCHITECTURAL APPLICATIONS

The Board would like to remind our homeowners that prior to any repairs being made to the exterior 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.

