

# TRABUCO HIGHLANDS

## COMMUNITY NEWS

DECEMBER - JANUARY 2022



### BOARD MEETING HIGHLIGHTS

Actions taken at recent Board meetings involved final approval of the pool renovation, investments review, locking mailbox specifications approval, minutes and financials review, budget evaluation and approval of the 2021-22 budget reflecting no assessment increase, landscape proposals review, landscape maintenance reports and fuel modification clearing status review, legal matters, compliance and delinquency reviews. Thank you!

### POOL DECK RENOVATION PROJECT - Status Report

The pool renovation is finally underway! The major (and noisy!) demolition of existing concrete and pool plaster is almost over, so less jack hammering and onto dirt removal and grading work. The completion of the entire renovation is slated for the end of March 2022. Please proceed with caution if walking around the pool/park area, as the large equipment and materials are staged in the parking lot. Adults must accompany children while in the park area. The Association is not allowing use of the park and sports field for large functions or sporting events at this time, due to potential liabilities associated with this renovation work as well as COVID-related matters. Thank you for your patience and understanding!

### ANNUAL MEETING - Quorum Needed

The Association's Annual meeting scheduled for November could not be held due to lack of quorum. The reconvened Annual Meeting is slated for early December with a reduced quorum requirement, however we are still short several ballots in order to hold this meeting. Several attempts at these meetings costs the Association additional expense. Please locate your ballot package, vote it, sign it and mail it to Accurate Voting by December 2nd in order to be counted towards quorum. If you need an additional ballot package, please contact Accurate Voting at (949)588-8500. Thank you for your help!

### FIRE SAFETY REMINDER - Be Prepared!

As a reminder, as the windy season approaches, please be diligent and ready for emergency evacuation, home preparedness, and/or cognizant of fire safety practices. During a wildfire episode, please always be alert to notices from officials for evacuations, animal evacuations, shelter locations, etc. Please refer to Orange County Fire Authority's website, [www.OCFA.org](http://www.OCFA.org) for a current fire's important information posted across the top of their home page. This website also provides a link to AlertOC, a mass notification system that keeps Orange County residents and businesses informed of emergencies and needed actions. Also, log onto Cal Fire's website to find a real time map of current fires occurring throughout the state, at [www.fire.ca.gov](http://www.fire.ca.gov). Questions for OCFA: please call (714)573-6000. Thank you!

### COMMUNITY WEBSITE - Emails Wanted!

All Association notices are sent to your email you entered upon creation of your Keystone homeowner portal. If you still need to create your portal, log onto [www.KPPMConnection.com](http://www.KPPMConnection.com) or [www.trabucohighlands.org](http://www.trabucohighlands.org), and provide your email, create a password, and enter your Keystone account number from your Keystone billing statement. Once registered, go to the main screen, My Profile, and edit your notification settings. Be sure to click the option to: "Accept Community Updates". The Homeowner Portal also allows you to perform tasks such as: check your account balance, make a payment, sign up for e-Statements and more! Thank you!

*Happy Holidays from your Board of Directors!*

*\*Mike Safranski, President*

*\*Robert Reese, Vice President*

*\*Lana Steiner, Secretary*

*\*Rich Krieg, Treasurer*

*\*Jack Songer, Member at Large*



## COMMUNITY REMINDERS...

**Street Parking, Basketball Hoops/Safety:** With many more homeowners working from home, there are many vehicles parked on streets throughout the community. As a reminder, please park your vehicles in your garage and on your driveway, before parking in the street. Garages must be utilized for parking over storage or other uses. Also, basketball hoops should be removed from the streets and placed on your own lot, and taken down and stored away when not used routinely. Please assist by keeping the streets free for safe driving and fewer obstructions. Thank you!

**Pet Clean Up & Leash Law Reminders:** Please obey the leash laws and keep your dog on a leash while walking throughout the community, as well as in the park area. Please also make sure to pick up after your pet as a courtesy to others! Thank you!

**Mission Viejo Animal Services:** The City of Rancho Santa Margarita is contracted with the Mission Viejo Animal Services to provide animal-related services. MV Animal Services provides high-quality animal care and sheltering services. The MV Animal Service Center is a pro-humane facility where animals are cared for until they can be reunited with their owner or until they can be placed in a new, permanent home! Please visit their website at [www.cmvas.org](http://www.cmvas.org) or contact via phone at (949)470-3045 for a list of all services provided. Thank you!

**Slope Drainage Run-off Disclosure:** Homeowners living adjacent to the slopes, please check your personal exterior drains to ensure proper flow is allowed. Please remember that the run-off from the slopes shall be accepted as part of the personal maintenance to your lot. Thank you!

## THCA WEBSITE FOR ASSOCIATION INFORMATION & FORMS

Please visit the Association's website at [www.trabucohighlands.org](http://www.trabucohighlands.org) to view and print association architectural applications, to view the latest budget and assessment information, the community policies, governing documents and other Association information. Please use your password you created when registering for your Homeowner Portal on [www.KPPMconnection.com](http://www.KPPMconnection.com). Thank you!

## MANAGEMENT REMINDERS

**Board Meetings & Posting Location:** The next Board of Directors meetings will be held on Thursday, December 9th, and January 13th, at 6:00 P.M. via Zoom. Meetings are still held via Zoom, until further notice. Homeowner Forum is at 6:00 P.M. Log in or call-in information is noted on every agenda. The meeting agenda and important Association notices are posted on the bulletin board located in the pool parking lot. Thank you!

**Management Contacts: For Landscape, Maintenance, Architectural and Pool Key needs, please contact:**  
Morgan Sandberg, [msandberg@keystonepacific.com](mailto:msandberg@keystonepacific.com)

**For Account and Payment needs:** Accounting Department, [CustomerCare@keystonepacific.com](mailto:CustomerCare@keystonepacific.com)

**For All Other needs:** Diane Mellring, CMCA, Community Manager, [Dmellring@keystonepacific.com](mailto:Dmellring@keystonepacific.com)

**Management Emergency Service & Holiday Closure:** Keystone will be closed on December 24th, December 27th, December 31st and January 3rd, for the Christmas and New Year's holidays. Keystone provides a 24/7 emergency service FOR PROPERTY THREATENING EMERGENCIES by calling [949-833-2600](tel:949-833-2600) and following the emergency instructions. Thank you!

*Trabuco Highlands Community Association  
c/o Keystone*

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*[www.trabucohighlands.org](http://www.trabucohighlands.org)*

