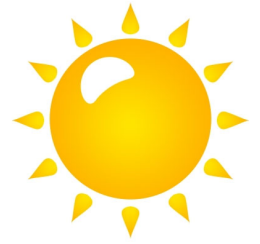


August 2020

# COWAN HILLS

www.cowanhills.org



## NOTE FROM LANDSCAPING COMMITTEE:

- \* Cowan Hills Common Area Landscaping consists of the community park, monument planters at the entrances, landscaping along Newport and Canyon View, as well as a few areas consisting of trees and shrubs throughout the community. These zones combine to an estimated six acres of landscaped property maintained by the Association. As you may be aware, EarthCo is Cowan Hills common area landscaping contractor designated to maintain these areas. We also have a Landscape Committee, which includes three volunteer homeowners, who provide input to EarthCo and the HOA Board regarding the landscaping. EarthCo's current schedule is to mow all grass areas weekly and rotate the detailing of one of six zones each week.
- \* Each month, Management, EarthCo and the Landscape Committee are scheduled to walk through two of the six zones to assess the status of each zone. Dividing the common area into six strategic zones makes maintaining the landscaping manageable. However, the six acres of common area have an abundance of sprinklers that were originally installed 35 years ago, adding to the complexity. The sprinklers are scheduled to operate at night to minimize evaporation loss, so sprinkler malfunctions can easily go unnoticed until there is a bit of mess. As a result, we need the help of homeowners to identify issues.
- \* Bottom line, our common area landscaping is extensive and includes a lot of sprinkler and plant details to keep an eye on. We **greatly appreciate** input from Cowan Hills homeowners to identify sprinklers, plants, or areas in need of attention. However, please keep in mind the Association continuously has a responsibility to maintain the budget. Items such as plant installation, tree trimming, or large projects, require proposals, evaluation, approval, and then execution – so please be patient. If you spot an issue or have a landscaping suggestion, please do not hesitate to send an email to our Community Manager, Carly Hoffman, at [choffman@keystonepacific.com](mailto:choffman@keystonepacific.com). The Landscape Committee appreciates your help!

## COMMON AREA ISSUES?

- \* If you notice a common area maintenance issue during normal business hours (9:00 a.m.—5:00 p.m. Monday—Friday), please call Carly Hoffman with Keystone Pacific at 949-508-0567. If it is after hours and cannot wait until the next business day, please call 949-833-2600 and follow the prompts to be connected with the emergency service line.

### **BOARD OF DIRECTORS:**

**President:** Arthur Castro  
**Vice-President:** Julia Boynton  
**Treasurer:** Kenneth McCord  
**Secretary:** Peter Veenhuizen  
**Member-at-Large:** Dan Bosch

### **NEXT BOARD MEETING:**

**Tuesday, August 25, 2020 @ 6:30PM**  
Via Zoom. Contact Management for Zoom information.

*The final agenda will be posted at the park. You may also obtain a copy of the agenda by contacting management at (949) 508.0567.*

### **IMPORTANT NUMBERS:**

#### **ASSOCIATION MANAGER:**

**Carly Hoffman**  
Phone: (949) 508.0567  
[choffman@keystonepacific.com](mailto:choffman@keystonepacific.com)

#### **Emergency After Hours:**

(949) 833.2600

#### **COMMON AREA ISSUES:**

**John-Luke Abadie**  
Phone: (949) 570.1310  
[jabadie@keystonepacific.com](mailto:jabadie@keystonepacific.com)

#### **BILLING QUESTIONS/ ADDRESS CHANGES/ WEBSITE LOGIN:**

Phone: (949) 833.2600  
[customercare@keystonepacific.com](mailto:customercare@keystonepacific.com)

#### **ARCHITECTURAL DESK:**

Phone: (949) 838.3239  
[architectural@keystonepacific.com](mailto:architectural@keystonepacific.com)

Managed by Keystone  
16775 Von Karman Ave., Suite 100  
Irvine, CA 92606

## August 2020 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 Day - Thursday
- \* Trash Pick-Up Day - Wednesday  
Please remove trash cans from the common areas after this day.
- \* Tuesday, August 25 - Board Meeting @ 6:30PM  
Location: Via Zoom. Contact Management for Zoom information.

### COMMUNITY WEBSITE:

[www.cowanhills.org](http://www.cowanhills.org)

Log onto the community website to:

- \* Submit maintenance requests, address changes
- \* Get the latest community news & updates
- \* Obtain minutes, newsletters, policies, forms
- \* Access your account online
- \* Pay your HOA bill online

Should you have problem logging onto the community website, please call Customer Service at 949-833-2600.

### ARCHITECTURAL APPROVAL

- \* We would like to remind everyone that Architectural Approval is required **prior to the start of work on any portion of the exterior**. The Architectural Application needs to have the signatures of your neighbors on the Neighbor Awareness Form, **but** their signatures do not constitute approval. It is a courtesy to your neighbors to make them aware of your intentions. The Architectural Application can be found on the Cowan Hills website at [www.cowanhills.org](http://www.cowanhills.org). **Any improvements/changes made without approval of the Architectural Review Committee (ARC) are subject to removal at the homeowner's expense.**

### SUMMER WATER CONSERVATION

- \* It's everyone's responsibility to conserve and protect water resources. The following suggestions will help you get in the habit of saving water during the summer months:
- \* Use mulch around landscape plantings. Mulch will help eliminate weeds and hold moisture in the soil.
- \* Water during the cool part of the day to avoid rapid evaporation.
- \* Raise the mowing heights on your lawn mower. This promotes healthier grass that can better survive dry periods.
- \* When watering is necessary, water slowly and thoroughly. If you notice puddles or runoff, turn water off and wait for water to soak in. Also be sure your sprinkler puts water where you need it, not on driveways or sidewalks.

### OFF-LEASH PETS

- \* If you notice a pet off-leash in the community between 8AM—5PM call Animal Control at (714) 935-6848 to get in touch with an Animal Control officer.
- \* If you notice a pet off-leash in the community between 5PM—8AM call Animal Control at (714) 259-1122 to get in touch with an Animal Control officer.

