

# HIGHLAND OAKS HOA NEWSLETTER

October 2023



## OWNER ACCESS PORTALS

The access portals allow owners to access important HOA documents, their account balances, payment history, and more from any device.

All residents should have been sent a registration email with a code to set up their portals account.

If you have any questions or need to be resent the code, please contact us.

Portals Website:

<https://portal.magnoliabr.com/>

## HOA WEBSITE

[www.highlandoakssubdivision.com](http://www.highlandoakssubdivision.com)

The Highland Oaks website contains the owner portals link, association governing documents, online payment information, and more!

## MAGNOLIA MANAGEMENT INTRODUCTION

Residents of Highland Oaks, we at Magnolia Management Services are so excited to be managing your association! We look forward to working with your HOA Board to ensure Highland Oaks receives assistance of the highest standards while keeping the best interest of the community at heart.

Our role is to serve as a neutral party that facilitates the day-to-day financial and administrative needs of the Board of Directors and homeowners of Highland Oaks.

If you ever have any questions or concerns regarding the HOA, please do not hesitate to reach out to us via phone or email.

## HOW TO PAY YOUR HOA DUES

To pay your dues online with a bank draft or credit card, go to the First Citizens Bank website at <https://propertypay.firstcitizens.com/> and login or click “Pay Assessment.” You will need to enter your contact information and the following information about your property:

- Management Company ID: **3149** (Magnolia Management Services, *old name, Pelican Management Group, may still appear*)
- Association ID: **HOS** (Highland Oaks Subdivision)
- Property ID: **Your account number**

Mail all check payments to this address:

Highland Oaks Subdivision  
P.O. Box 98067  
Phoenix, AZ 85038

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Contact Magnolia Management Services with questions or concerns at  
[info@magnoliabr.com](mailto:info@magnoliabr.com) or (225) 286-7546

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