

HIGHLAND OAKS TOWNHOMES NEWSLETTER

July-August 2023



ANNUAL TERMITE INSPECTION

Massey Services will be on site **Tuesday, August 8th, 2023 at 9am** for the Annual Termite Inspection of the property.

If you would like your home to be inspected on the inside, please let us know so we can inform Massey's before the inspection date.

Please let us know if you have any other questions regarding the annual termite inspection.

ASSOCIATION WEBSITE

www.highlandoakstownhomes.com

The Highland Oaks website contains all association governing documents, online payment instructions, owner access portals, and more!

MONTHLY ASSOCIATION DUES

Don't forget your monthly association dues of **\$370** are due on the **1st of every month!**

Owners have the option to pay online or with a check.

If you would like to pay your dues online with a bank draft or credit card, go to the First Citizens Bank website, <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: **HLO** (Highland Oaks Townhomes)
- Property ID: **Your account number**

To pay your dues via check, mail all checks to this address:

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

OWNER ACCESS PORTALS

We would like to remind homeowners to register for our owner access portals if you have not done so already. The portals allow homeowners to access all important association documents from any device.

To access the portals, visit your association website and click the button under the "Owner Access Portals" section, and it will bring you directly to the website (<https://portal.magnoliabr.com/>).

Let us know if you have any questions about accessing the portal or setting up your account.

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