

THE HIGHLANDS COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
GENERAL SESSION – APRIL 24, 2014  
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**BOARD OF DIRECTORS PRESENT:** Hugh Chewning  
Don Geller  
George Malouf  
Neil Matsui

**BOARD MEMBER ABSENT:** William Baker

**MANAGEMENT REPRESENTATIVE:** Kim Dean, CCAM  
Keystone Pacific Property  
Management, Inc.

**EXECUTIVE SESSION SUMMARY – MARCH 27, 2014**

The February 27, 2014 Executive Session minutes were approved, hearings were held and a delinquent account was discussed.

**I. CALL TO ORDER**

The meeting was called to order by Board President, Hugh Chewning, at 6:32 P.M. at the Turtle Rock Community Center located at 1 Sunnyhill, Irvine, California.

**II. PROOF OF NOTICE OF MEETING**

Proof of notice was recorded by Management on behalf on the Board of Directors.

**III. HOMEOWNER FORUM**

Homeowner David Huntley was present.

**IV. CONSENT CALENDAR**

A motion was made, seconded and carried to approve the following items from the consent calendar, without further discussion: (4/0)

A. **Approval of the March 27, 2014 General Session Meeting Minutes – RESOLVED**, to ratify the action taken and approve the March 27, 2014 General Session Meeting Minutes.

B. **Acceptance of Financial Statement – RESOLVED**, to accept the March 31, 2014 financial statement as submitted by Management.

**V. OLD/NEW BUSINESS**

A. **SCE Meters** – A motion was made, seconded and carried to empower Board member Don Geller to settle the amount owed to the Association by the City of Irvine for anything over \$3,500.00. **Motion carried 4/0.**

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- B. **Pool Committee** – Don Geller will stay on the Pool Committee until a replacement Pool Committee member is found. No action required.
- C. **Homeowner Issues** – No action taken.
- D. **Exit Pool Gate** – This item was tabled until the May 22, 2014 meeting. Management was also instructed to contact Andrews Contracting to obtain a sketch of the modifications recommended for the pool gate.
- E. **Landscape Extra Proposal** – A motion was made, seconded and carried to approve the landscape extra proposal submitted by Artistic Maintenance in the amount of \$260.00. **Motion carried 4/0.**
- F. **Architectural Review Committee Update** – The ARC provided an update to the Board of Directors.
- G. **Fence Update** – A motion was made, seconded and carried to approve the fence contract with Fence Works in the amount of \$153,000.00. Board member George Malouf will address the schedule with Fence Works. **Motion carried 4/0.**
- H. **Investment Decision** – A motion was made, seconded and carried to close out the reserve CD in the amount of \$51,237.73 with TCD Opus Bank expiring on 5/14/14 and to close out the reserve CD in the amount of \$51,478.22 with TCD Opus expiring on 5/14/14. **Motion carried 4/0.**
- I. **Newsletter Agenda** – The Board of Directors will provide Management any changes to the May newsletter by Thursday, May 1, 2014.
- J. **Next Board Meeting Agenda** – No action taken.
- K. **Next Board Meeting** – The next Board of Directors meeting will be held on Thursday, May 22, 2014 at 6:30 P.M. at the Turtle Rock Community Center located at 1 Sunnyhill, Irvine, CA 92603.

VI. **ADJOURNMENT**

There being no further business, the meeting was adjourned at 7:50 P.M. to enter into Executive Session.

ACCEPTED: \_\_\_\_\_



DATE: \_\_\_\_\_

5-22-14

05/12/14-09:21  
Resp:Katie VanSchindel  
Categories:Arch  
Detail:

P200 The Highlands Community Assn.  
04/10/14 to 05/10/14

Unit No	Address #	Property Address	Last Name	Type	Rec Date	In Committee	Ret From Committee	Ruling	Reason/Cond	Owner Notified
30015-2	15	Hillgrass	Kruglyak, Trustees Under	Submittal I	04/11/2014	04/11/2014		Denied	DENIED 4/22/14 - REVIEW ATTACHED UNDER EVENTS &	04/24/2014
10020-1	20	Candlebush	Noebel	Paint	05/06/2014	05/06/2014		In Committee		
70010-1	19	Sunrose	Tucker	Incomplete Submittal	05/08/2014			Denied	DID NOT SELECT WHICH TYPE OF MATERIAL FOR THE ROOF THEY ARE CHOOSING AND MISSING NAF	05/08/2014

KIMP.