

THE HIGHLANDS COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
GENERAL SESSION – JULY 24, 2014  
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**BOARD OF DIRECTORS PRESENT:** Hugh Chewning  
Don Geller  
William Baker  
George Malouf (conference call)  
Neil Matsui

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

**EXECUTIVE SESSION SUMMARY – JULY 24, 2014**

The June 26, 2014 Executive Session minutes were approved and a violation hearing was discussed.

**I. CALL TO ORDER**

The meeting was called to order by Board President, Hugh Chewning, at 6:30 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**

No homeowners were present.

**IV. CONSENT CALENDAR**

A motion was made, seconded and carried to approve the following items from the consent calendar, without further discussion: (5/0)

A. **Approval of the June 26, 2014 General Session Meeting Minutes – RESOLVED**, to ratify the action taken and approve the June 26, 2014 General Session Meeting Minutes.

B. **Acceptance of Financial Statement – RESOLVED**, to accept the June 30, 2014 financial statement as submitted by Management.

**V. OLD/NEW BUSINESS**

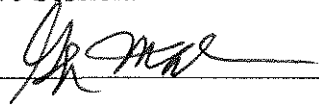
A. **Horizon Lighting Contract** – A motion was made, seconded and carried to terminate the light maintenance contract with Horizon Lighting. Management was instructed to provide Horizon Lighting with a 30 day termination notice. The Board of Directors declined to review additional light maintenance proposals at this time. **Motion carried 5/0.**

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- B. **Architectural Review Committee Update** – The Architectural Review Committee provided the Board of Directors with an update on the architectural application received from the homeowner at 21 Southernwood.
- C. **Front Yard Landscape Committee** – Management informed the Board of Directors that no homeowners volunteered to join a Front Yard Landscape committee.
- D. **Fence Update** – The Fence Committee provided an update to the Board of Directors.
- E. **Architectural Guidelines (E &F)** – No action taken.
- F. **Newsletter Agenda** – The Board of Directors will provide Management with any changes to the September 2014 newsletter by July 31, 2014.
- G. **Next Board Meeting Agenda** – No action taken.
- H. **Next Board Meeting** – The next Board of Directors meeting will be held on Thursday, August 28, 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 7:40 P.M. to enter into Executive Session.

ACCEPTED: 

DATE: 8-28-14

08/11/14-10:35  
 Resp:Katie VanSchindel  
 Categories:Arch  
 Detail:

P200 The Highlands Community Assn.  
 07/10/14 to 08/11/14

Unit No	Address #	Primary Address	Legal Name	Type	Rec Date	Resubm @ Committee	Resubm @ Committee	Status	Reason/Cond	Owner Notified
20002-1	2	Elderberry	Baker	Paint	07/19/2014			Approved	APPROVED	
60016-1	21	Southern Wood	Chang	Submittal 1	07/18/2014	07/21/2014		App w/Cond	CONDITIONALLY APPROVED 7/29/14 - APPROVAL PENDING SIGNED LETTER	07/31/2014
60002-1	7	Southern Wood	Pfeifer	Incomplete Submittal	07/29/2014			Denied	MISSING NAF	07/29/2014
80002-1	2	Tumbleweed	Melia	Paint	07/30/2014	07/30/2014		App w/Cond	APPROVED WITH CONDITIONS 07/30/14 - PLEASE SEE ATTACHED ARC COMMITTEE CORRESPONDENCE REGARDING CONDITIONAL APPROVAL FOR PAINT	07/30/2014
90003-1	6	Windflower	Khamis	Paint	08/05/2014	08/05/2014		In Committee		
60002-1	7	Southern Wood	Pfeifer	Submittal 1	08/08/2014	08/08/2014		In Committee		

*Kim D.*