

THE HIGHLANDS COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
GENERAL SESSION – AUGUST 28, 2014
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BOARD OF DIRECTORS PRESENT: Hugh Chewning
Don Geller
William Baker
George Malouf
Neil Matsui

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

EXECUTIVE SESSION SUMMARY – AUGUST 28, 2014

The July 24, 2014 Executive Session minutes were approved, a violation hearing was discussed and delinquent accounts were 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 July 24, 2014 General Session Meeting Minutes – RESOLVED**, to ratify the action taken and approve the July 24, 2014 General Session Meeting Minutes.

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

V. OLD/NEW BUSINESS

A. **Homeowner Request for Replacement Trees or Bushes** – The Board of Directors discussed the request from the homeowner at 12 Tumbleweed for replacement trees or bushes.

B. **Landscape Extras** – A motion was made, seconded and carried to approve the landscape proposal submitted by Artistic Maintenance in the amount of \$877.50. **Motion carried 5/0.**

C. **Overseeding Proposal** – A motion was made, seconded and carried to deny the overseeding proposal submitted by Artistic Maintenance. **Motion carried 5/0.**

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- D. **Architectural Review Committee Update** – The Architectural Review Committee provided the Board of Directors with an update on the architectural applications.
- E. **Fence Update** – The Fence Committee provided an update to the Board of Directors.
- F. **Discussion of CC&R's (Article XI, Section 5)** – Board member, Neil Matsui, will draft a proposed car rule for the Board to review at the September meeting.
- G. **Reimbursement of Water Bill** – A motion was made, seconded and carried to deny the request from the homeowner of 16 Purple Sage for reimbursement of her water bill. **Motion carried 4/1.**
- H. **Approval of Reserve Study** – A motion was made, seconded and carried to approve the reserve study prepared by Advanced Reserve Solutions, Inc. **Motion carried 5/0.**
- I. **Investment Decision** – A motion was made, seconded and carried to renew the reserve CD in the amount of \$50,537.40, with TCD Opus Bank, maturing on 9/16/14, for a 6 month term. **Motion carried 5/0.**
- J. **Meeting Date Change** – A motion was made, seconded and carried to reschedule the November and December Board meetings to Wednesday, December 17, 2014. **Motion carried 5/0.**
- K. **Newsletter Agenda** – The Board of Directors will provide Management with any changes to the October 2014 newsletter by September 4, 2014.
- L. **Next Board Meeting Agenda** – No action taken.
- M. **Next Board Meeting** – The next Board of Directors meeting will be held on Thursday, September 25, 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 7:00 P.M., reconvened at 7:25 P.M. and adjourned at 8:00 P.M.

ACCEPTED: _____



DATE: _____

9-25-14

09/10/14-13:59
Resp:Katie VanSchindel
Categories:Arch
Detail:

P200 The Highlands Community Assn.
08/10/14 to 09/10/14

Unit No	Address #	Property Address	Last Name	Type	Rec Date	To Committee	Resubm Committee	Ruling	Reason/Cond	Owner Notified
30003-1	3	Hillgrass	Cooper	Submittal 1	08/22/2014	08/25/2014		In Committee		

Kim D