

THE HIGHLANDS COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
GENERAL SESSION – MARCH 26, 2015
PAGE 1 of 2

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 – MARCH 26, 2015

The January 21, 2015 Executive Session minutes were approved and the delinquency report was discussed.

I. CALL TO ORDER

The meeting was called to order by Board President, Hugh Chewning, at 6:33 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: Motion carried 5/0.

A. **Approval of the February 26, 2015 General Session Meeting Minutes – RESOLVED**, to ratify the action taken and approve the February 26, 2015 General Session Meeting Minutes.

B. **Acceptance of Financial Statements – RESOLVED**, to accept the December 31, 2014 and February 28, 2015 financial statements as submitted by Management.

V. OLD/NEW BUSINESS

A. **Landscape Extras Proposal** – A motion was made, seconded and carried to approve the landscape extras proposal submitted by Artistic Landscape in the amount of \$747.50 which includes removing a Eucalyptus tree, planting a 24” Pine tree behind 13 Hillgrass and planting 10 – 1 gallon Tecomaria Capensis. Motion carried 5/0.

THE HIGHLANDS COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
GENERAL SESSION – MARCH 26, 2015
PAGE 2 of 2

- B. **Slope Behind 30 Bluff View** – No action taken. Management will communicate to the homeowner at 30 Bluff View that the Board approved the removal of a Eucalyptus tree and the trimming of Eucalyptus branches next to the homeowners' chimney. The Landscape Committee will work with the homeowner to discuss minor plant changes to the common area.
- C. **Architectural Review Committee Update** – The Architectural Review Committee provided an update to the Board of Directors.
- D. **Stucco Walls** – Management will instruct Artistic Landscape to make sure the ivy is removed from the top of the stucco walls. The Board of Directors also discussed a stucco wall change order. A motion was made, seconded and carried to approve a change order submitted by Pilot Painting to paint the stucco wall behind 2 Tumbleweed in the amount of \$350.00. 5/0
- E. **Turf Renovation** – No action taken.
- F. **Memorial Day Party Budget** – A motion was made, seconded and carried to approve a budget of \$300.00 for the 2015 Memorial Day Party in the pool area. 5/0
- G. **Next Board Meeting Agenda** – A discussion regarding the view impairment analysis will be added to the April agenda.
- H. **Next Board Meeting** – The next Board of Directors meeting will be held on Thursday, April 23, 2015 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 7:20 P.M

ACCEPTED: _____



DATE: _____

4-23-15